

Minutes of Faculty Meeting
January 8, 1951.

The weekly faculty meeting held January 8, 1951 was chaired by Mr. Hancock.

Mr. Hancock stated that Sen. Gordon B. Isnor had consented to act as Chairman of the committee for the financial campaign to be held in May or June 1951. Mr. Hancock anticipated that we would need to spend a great deal of time preparing material in connection with the campaign.

Mention was made of the articles concerning the school appearing in the Chronicle Herald and the Social Worker. The Chronicle-Herald article was to be submitted to the local Board of Trade Journal.

Miss Montgomery said that there might be some useful material in the Hollis Report, which would soon be released, regarding pre-professional education and responsibility for the gaps in undergraduate training.

There was some discussion as to content of future faculty meetings. The suggestion that personnel policy be considered was discussed and there was some feeling that at the present stage at any rate there was little point in working toward anything more concrete than already was in existence.

It was also suggested that faculty bring particular problems of student progress to meetings.

Mr. Hancock reported that a committee was considering school fees but that it had not yet made any definite recommendations to the Board.

The bee for cleaning and varnishing school furniture that evening was planned and details worked out.

Meeting adjourned.

M. Trost.

M. Trost.

MT:ck
Jan.15.51

Minutes of Faculty Meeting
held February 5, 1951.

The regular faculty meeting was cancelled January 15th. in order that faculty might attend a demonstration of recording machines and the meeting of January 22nd was cancelled as Mr. Hancock and Miss Montgomery were attending the Conference of the American Association of Schools of Social Work in Toronto.

February 5th the faculty met with Mr. Hancock in the chair.

Following the reading of the minutes Mr. Hancock announced that the Joint Committee on Mental Health Grants had agreed to re-allocate funds for the purchase of equipment. Further verification was needed from Ottawa. It was further agreed that the psychiatric project would continue as budgetted.

The School's recommendations concerning a training program under medical grants have been turned down for the present.

Mr. Hancock announced that the Council of Social Agencies was sponsoring a meeting Feb. 8th at 4 p.m. at which Mr. McVitty would speak.

There was some discussion of procedure regarding examination marks. Grades, not marks, are given the students. It was decided that February 15th be the deadline for the return of marks to the School.

Mr. Hancock urged that faculty cooperate in an attempt to obtain silence in the library.

Faculty would be asked ^{if it would like} to contribute to student's expenses for the meeting of the Social Work Students Association in Toronto. Students had raised \$83. among themselves. Money from the school would not be available but students could approach board members and the Alumni as a group.

Regarding the Institute to be held in March under Miss Taylor's leadership Miss Montgomery raised the question as to whether a meeting at the Victoria General might be arranged through Dr. Bethune. This meeting would perhaps help enhance the social work profession in the eyes of the doctors and would give an opportunity to discuss a topic such as inter-professional relationships.

Meeting adjourned.

M. Trost.

Minutes of Faculty Meeting
held February 12, 1951.

The faculty meeting was held February 12th, 1951
in Mr. Hancock's office.

Minutes of the previous meeting were read and Mr. Hancock reported concerning plans for the institute. Mr. Hancock had met with the supervisors' class and with the supervisors from the Department of Public Welfare. Most people seemed to favor having morning and afternoon classes rather than afternoon and evening. Groups contacted had endorsed the idea of the institute but had made few suggestions. Mr. Hancock had also discussed plans for the institute with Miss Torrey in order that C.A.S.W. might take advantage of Miss Taylor's presence if this proved feasible.

The time of faculty meeting was changed from
Monday at 2 P.M. to Thursday from 11 - 12 .

M. Trost

M. Trost

MT:ek

15 Feb. 51.

Mr. Macdonald had been
to Mr. T. wondering if
he would be accepted
for a second year at
the school of Social work.
Mr. T. had postponed the
discussions until
such time as exam
results & field report had
been received.

Miss M. said Mr. Macdonald
had been disturbed by
his conference with
her earlier in the week
He had begun his training

"sure of what he knew" &
had been coasting
since instead of going
on. Miss M considered
that many of his
attitudes were lay.

Mr McVeigh had been
inquiring whether there
was any use in his
applying for a degree.
was told no - bec of
undergrad record - no
use applying.

Minutes of Faculty Meeting
held February 15, 1951.

The faculty met February 15, with Mr. Hancock in the chair.

Minutes of the Previous meeting were read and there was further discussion of Miss Taylor's proposed visit. Writing to Miss Taylor Mr. Hancock was suggesting the dates March 14, 15, 16 for the institute. It is hoped Miss Taylor can be in Halifax for five or six days in order that she may also meet with the hospital seminar group, the board of the School and representatives of the affiliating universities, with the faculty and with the C.A.S.W. The question was raised as to whether a special meeting with the students might be considered. It was felt that plans for Miss Taylor's visit must be developed even though financial arrangements had not yet been ratified by Ottawa.

It was decided to write Miss Maines in connection with her coming visit to Halifax, asking if she would be able to speak to the students.

Mr. Hancock mentioned that the scholarship committee should meet the following Monday.

There was also discussion of the need for correlating lecture and field experience for counselling purposes in relation to specific students (comments concerning specific students have been added to file on student development).

The calendar for 1951-52 was discussed with special reference to dates of terms and the advisability of part of the block placement occurring between first and second terms. It was felt that this would be helpful to the student as an aid to becoming more a part of agency and accepting a different sort of responsibility. At the same time it would leave time for the Field Supervisor to discuss evaluations with supervisors *and students*

M. Trost.
M. Trost.

MT:ck

Minutes of Faculty Meeting
held March 8th, 1951.

Mr. Hancock chaired the regular meeting of the faculty March 8, 1951.

The time table for the week of the institute was discussed. In addition to Institute sessions from 9 - 11 a.m. and 2 - 4 p.m. on Tuesday, Wednesday and Thursday, a meeting with representatives of the medical profession would be held Monday the twelfth. The remainder of the planned program included meetings with Miss Dooland and with Mr. MacKinnon, a C.A.S.W. luncheon and a C.S.A. luncheon. Wednesday evening Miss Taylor would meet with Faculty and University Representatives and Friday morning with the students and with the faculty. Films would probably be shown twice. On Tuesday, Miss Taylor would be entertained at tea by the women of the board and by board members wives.

A request for an invitation for Miss Crosby and her staff to attend the Monday night meeting was received.

Mr. Hancock announced that a Board meeting would be held March 28 or 29. Miss Montgomery planned her recruiting trip to P.E.I. for March 19 and 20.

The last item of business was a discussion of content for the new calendar. It was agreed that the inclusion of "Co-operating universities" would be discussed with Mr. Justice Hall as would the content of the historical ~~content~~ ^{account}. Mr. Hancock would contact St. F.X., and U.N.B. concerning new faculty consulting officers on their staffs.

The group decided against including any special emphasis that the social work profession was for men as well as women as it was thought this would be superfluous. It was not thought wise that the July registration date be advanced at this time. The question of pre-professional training would be discussed with Miss Taylor and findings from this discussion would influence what was included on this subject in the calendar.

Meeting adjourned.

M. Trost.
M. Trost.

MT:ck

Minutes of Faculty Meeting
held March 29, 1951 - 11-12.

The faculty met March 29, 1951 with Mr. Hancock in the chair.

When the minutes had been read Mr. Hancock stated that the Board had met March 28th and that the decision was made to raise student fees from \$125. to \$175.

There was some discussion as to the use of material from the Institute which might be used for an article in "The Social Worker". Mr. Hancock said that there was a request for a news item concerning the Institute for "Welfare News".

Consideration was given the thesis due date which had been set for April 16th. It was decided that students might be given the opportunity to apply for an extension up to three days to have theses typed, etc. A notice to this effect would be posted.

Content of sections in the Calendar concerning Academic Courses and Field Work was discussed and changes suggested. The section on credits for example, would need revision.

Meeting adjourned.

M. Trost.

M. Trost.

MAT:ck

Minutes of Faculty Meeting
held April 19, 1951 - 11-12

The faculty met April 19th with Mr. Hancock as Chairman.

Minutes of the previous meeting were read and approved.

Mr. Hancock said that the C.A.S.W. had requested a copy of Miss Taylor's speech given at the C.A.S.W. luncheon for publication in The Social Worker. The speech would be transcribed from the recorder and forwarded to The Social Worker after editing.

Mr. Hancock commented upon the lack of an historic record of the school and stated that he was trying to gather some of the missing information.

In discussing the Welfare Council's Personnel Committee Report two suggestions were made

- 1) that the use of the B.S.W. was not valid in that context
- 2) that a copy of the report should be forwarded to the Student Association.

A nucleus was chosen to work on writing and editing proceedings of the March Institute. The following would be asked to participate on this committee: Margaret and Barbara White, Mrs. Freda Vickery, Pauline MacDonald and Sister Mary Clare. Arrangements were made that the first meeting be held Tuesday, April 24th at 7:30 at St. Theresa's Retreat.

Tentative plans were that graduation dinner be held Thursday, May 10th and Graduation exercises Friday, May 11th. at the Lord Nelson Hotel. Dr. Trueman from U.N.B. might be guest speaker.

Mr. Hancock asked that we read material from the New York School on "Criteria for Selection of Students".

Meeting adjourned.


M. Trost

MAT:ck

Minutes of Faculty Meeting
held April 26, 1951.

The program for graduation was discussed and information on the following points needed to be cleared.

- 1) Would the vice-chairman act on Justice Hall's behalf?
- 2) Would Msgr. Curran give the Innvocation?
- 3) Would Mr. Hancock introduce the class of 1951?
- 4) Who would present the diplomas?

It was agreed that Mrs. Trost should contact the donors concerning the prizes and who would present them. Dr. Trueman had been asked to address the graduating class but he had not yet been heard from.

It was agreed that the front of the folder should bear the title "Maritime School of Social Work - 9th. Graduation 1951".

Arrangements should also be made to have a pianist for God Save the King.

In connection with the dinner, the students would be asked if they wanted a Valedictory.

Meeting adjourned.

M. Trost.
M. Trost.

Minutes of Meeting of the
Faculty held May 10th, 1951.

3rd

The regular faculty meeting was held May 3rd. Minutes of the previous two meetings were read.

In connection with graduation exercises Mr. Hancock stated that Mr. Trueman had been unable to attend as guest speaker and that the Hon. A.W. Matheson would act in this capacity.

Questions were raised as to the Alumni Association's definition for membership.

The difficulties and means of transcribing the Institute recordings and their preparation for publication were discussed further.

It was decided to ask Miss Taylor for a copy of her address at the Victoria General hospital with a view to having it published in the periodical "Public Affairs".

Meeting adjourned.

M. A. Trost.

M. A. Trost.
M. A. Trost.

MAT:ck

FACULTY MEETINGS

November 16, 1951:

At a special meeting of the faculty it was decided that Faculty Meetings would be held regularly on Mondays at 4:15 p.m.

November 19, 1951:

Faculty meeting at 4:15 p.m. Those present were Mr. Hancock, Miss Montgomery, Mrs. Trost and Miss Dunne. At that time Mr. Hancock asked for suggestions regarding subjects to be discussed at future meetings. It was felt that discussion and establishment of personnel policies would not be feasible at this time. It was agreed that it would be a time consuming project and would necessarily imply Board participation.

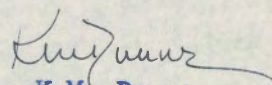
Mr. Hancock suggested consideration and study of the Hollis report when the printed material is available. Mr. Hancock called to the attention of the faculty an article regarding social work education in SURVEY for the month of November 1951.

Concerning recruiting for the school it was felt that C.A.S.W. might take some responsibility for promoting social work education which heretofore has been carried primarily by the school. It was also felt that there is a need for closer relationship between the school of social work and the Vocational Guidance and Adult Education groups in the community.

Regarding Newfoundland correspondence from Dr. Pottle was reviewed. The faculty discussed the kind of service the school might be able to offer. Institutes offered during the summer to Newfoundland workers was considered. It was decided, however, that a visit to Newfoundland might clarify for them and for the school the need for a program and the kind to be offered. No definite decision as to time was made.

The faculty were asked to review the lists of films now listed in catalogues available in Miss Knight's office, and to add the names of any others that they feel might be helpful at the present time. In order to facilitate prompt review of all materials coming to the school for the faculty as well as advertisements, notices, etc. it was felt by the faculty that baskets for each person placed in Miss Knight's office for each individual member would be most effective.

Meeting was adjourned at 5:15 p.m.


.....K.M. Dunne

THE MARITIME SCHOOL OF SOCIAL WORK

Minutes of Faculty Meeting
Held Nov. 26, 1951 at 4.15.

A Faculty meeting was held at 4.15 at which time Miss Montgomery, Mrs. Trost, and Miss Dunne were present. Miss Montgomery presided. The minutes of the last meeting were approved and accepted as read.

The first topic for discussion was a proposed seminar for the student group. Those present were unanimous in their thinking that if done at all the project should be done well. This would necessarily demand good preparation involving considerable time and thought. It was believed that the meetings might be handled with discussion centered around the use of a film; a speaker whose topic would arouse considerable discussion; or a subject that might be discussed by all present under direction by a faculty member. Miss Dunne commented that Dr. Jones would be willing to loan the school films that are available in his department at V.G. It was believed, however, that since some of these films are used for some of his classes it would be better for the school to use those which he would not be bringing to the school for his own use. Miss Dunne will clear with Dr. Jones before the next meeting about these.

At this time Miss Dunne mentioned Dr. Jones' thinking that the entire student group might benefit at some time in their training from observation at the V.G. Psychiatric Clinic. This would be particularly true for students whose only psychiatric orientation would be on a theory level. In as much as some students do not return for a second year, first year students might benefit from such a program. The time for the clinics will be cleared by Miss Dunne when she sees Dr. Jones on Friday. If such a program were initiated it might limit considerably the time available for a seminar.

In concluding the discussion regarding the seminar for students, the group was unanimous in its thinking that it could not be done well this term and that next term would be the earliest time at which a well prepared seminar session could be started.

Concerning Newfoundland, Miss Montgomery invited the group to discuss in terms of their own experience or knowledge what might be anticipated as a result of such program. Mrs. Trost, drawing on the field of education in England, commented that teachers who had had slight introductions through institutes to progressive education returned to their own district, tried to incorporate the new theory that they learned and found it to be most unsuccessful having had neither the equipment, personnel or support to work through a new program. Miss Dunne commented on the results of the New York State Department of Social Welfare institute at Cornell University for Department of Welfare workers all untrained. Theory that might make administrative changes such as new practices in child welfare, etc were found successful. Institutes requiring self awareness on the part of the worker to improve case work performance on the part of the individual worker were not as successful. This was due to the workers

being unable to obtain in her own setting the kind of supervision required to warrant such a performance. This resulted in confusion and general dissatisfaction for the worker. Miss Montgomery reported on the McGill institute for social case work aids. At this time both class and field work were done concurrently and Miss Montgomery believed that it had been a fairly discouraging experience to a good many people. Without supervision following the institute the project had been more damaging than helpful. Insofar as Newfoundland is concerned it was believed that a knowledge of the province, its own needs and its limitations should be well known before planning the program. It was believed that the institute might be open to Department of Public Welfare workers and others already in the field of social work. There was some discussion around the McGill material from their institute and how it might be used for a Newfoundland institute. Miss Montgomery referred to Medical Social Information division, Community Organization division, and *Understanding People*. It was believed that this material could be revised to suit the needs of a group but the group feeling was to avoid, if at all possible, material that would precipitate difficulty for the workers when they returned to their own agencies.

Meeting adjourned at 5:15.

Km Dunne
Katherine M. Dunne.

KMD:ck

Minutes of Faculty Meeting
held Monday, Dec. 3, 1951.

The regular meeting of the faculty was held Monday, Dec. 3 at 4:15 p.m. Those present were Mrs. Margaret Trost, Mr. L.T. Hancock and Miss Katherine Dunne. Mr. Hancock presided. In reviewing the minutes of the last meeting it was suggested by Mr. Hancock that regarding Newfoundland that it should be emphasized that the school would be able to offer courses of value to that province. Insofar as presentation of courses that point up a degree of self awareness, ^{is concerned} caution should be exercised. Mr. Hancock drew up a tentative list of questions to be considered by Dr. Pottle regarding the possibility of institutes for Newfoundland workers. Primary importance would be the number of people taking the course, the time and place for the course to be given, and institutes that may have already been given to the workers of Newfoundland. Discussion of an appropriate time from the point of the school followed with the ultimate opinion that June or September would be most favourable. Regarding the content of courses to be offered it was tentatively suggested that Medical Social Information, Mental Hygiene, and Introduction to Social Casework might be offered. In addition there might be a choice between Community Organization or Child Welfare, the decision to be made by Newfoundland.

Mr. Hancock called to the faculty's attention the receipt of the Capital District Recreation Planning Survey - Proposed Neighborhood and community map for city of Ottawa, and suggested that faculty might like to review this.

Mr. Hancock ^{had} is planning to correspond with Miss Elizabeth ^{ed} Torrey regarding C.A.S.W. recruiting of ^{social workers} students for the school of social work.

Regarding a seminar for the students, the faculty was generally agreed that it could not be worked in in this term and reviewed the thinking of the meeting of the preceding week. At this time Miss Dunne reported that Dr. Jones would make available his films to the school. Clinic days for this semester at Victoria General hospital are Monday afternoons, Thursday and Friday morning. Whether or not the school will make use of this facility next semester was not determined.

Mr. Hancock suggested that with the exception of books that can be purchased under the mental health grant, library funds this year might be spent for duplication of essential books already in the school library.

Meeting adjourned at 5:15.

Katherine M. Dunne

KMD:ck

Minutes of Faculty Meeting
held December 10, 1951 - 4:15

Present:

Miss Montgomery, Mrs. Trost, Miss Dunne, Mr. Hancock.

Mr. Hancock presided.

The minutes of the preceding meeting were read, and the corrections and additions were made. With this, regarding expenditure of funds for the library, Mr. Hancock suggested it would be advisable to build our record collection, and to purchase additional books that will round out the library.

Mr. Hancock announced that special stenographic service has been obtained. Mrs. Theriault will relieve Miss Knight every other Saturday, and every Thursday she will be available for special work. Miss Ritcey will also be available for additional work.

Regarding housing, no definite decision has been reached.

Mr. Hancock discussed the new book order forms to be used by the faculty. The forms were presented to the group and approved. All forms will be made out in duplicate.

Mr. Hancock announced the C.A.S.W. meeting, scheduled for this week. He urged participation of the faculty, expressing the hope that faculty cooperation might lend stimulation to the organization. He spoke also of staff participation on board committees in the future.

In discussing Newfoundland, there was considerable question about a time to be set for an institute. Miss Montgomery suggested the latter part of May as a better time.

The examination and second term time tables will be completed soon, Mr. Hancock announced.

The group discussed at length the effect group dynamics was having both in class and in the field. It was felt that a meeting with Dr. Tyherst would be of considerable benefit. Mr. Hancock suggested he would try to arrange a meeting of faculty with Dr. Tyherst so that we might discuss with him the current problems with the students relative to group dynamics, and to learn how he planned to complete the course.

Meeting adjourned at 5:15 P.M.

....Katherine M. Dunne

Faculty Meeting held
December 17, 1951, 4:15

Present:

Miss Montgomery, Mrs. Trost, Miss Dunne, Mr. Hancock.

Mr. Hancock presided.

Mr. Hancock announced the completion of the examination time table. The second term time table has been drawn up tentatively.

Regarding housing, it was announced that the committee has been working with King's, and the plans are being made for our accommodation there. Mr. Hancock requested that each faculty member be responsible for packing material of her own and labelling box. This will be moved during the holiday period.

Mr. Hancock announced that a special committee of the Board met with the Premier requesting an increase in the Provincial grant. Although no definite decision was made, it was felt the committee met with a favourable response.

Mr. Hancock reported that Dr. Tyherst will be pleased to meet with the faculty. It has been arranged for him to meet on December 19th at 4 P.M.

Concerning Newfoundland, it was agreed that we drop discussion until we hear more definite information from Dr. Pottle.

Miss Dunne asked about the possibility of suggestion of a new worker at N.S. Hospital. Although the student unit is of considerable help, Dr. McKay would be interested in hiring someone to fill Mrs. Vickery's placement. Suggestions were made that could be referred back to Miss MacLeod.

Meeting was adjourned at 5:15 p.m.

.....Katherine M. Dunne