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*Incorporated*

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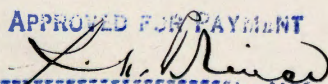
17 April, 1947

Honoraria for Lecturers - 1946-47.  
 Based on rate of \$50.00 for 1 hour per week per term.

<u>Lecturer</u>	<u>Subject</u>	<u>Honorarium</u>
Dr. S.H. Prince	Director	\$500.00
	Rural Sociology	100.00
Miss G.V. Shand	Administration of Pte. Agencies	\$100
	Community Organization	200 300.00
Mr. F.R. MacKinnon	Public Welfare Administration	200.00
Miss A.M.S. Ward	Group Work	100.00
Miss Marjorie Bell	Budgetting	50.00
Miss Eliz. MacMillan	Nutrition	50.00
Mr. R.W. Harris	Law	50.00
Hon. J.A. Walker	Law	50.00
Sister John Elizabeth	Field of Social Work	100.00
Dr. Frances Marshall	Psychology	100.00
Dr. R.A. MacKay	Gov't. and Social Work	100.00
Mrs. Dorothy Bishop	Medical Social Work	50.00
Dr. Clyde Marshall	Medical Information	100.00
Dr. R.O. Jones	Psychiatry 1	\$100.00
	Psychiatry 11	100.00
		200.00
MARITIME SCHOOL OF SOCIAL WORK		<hr/>
		\$ 2050.00

APR 17 1947

APPROVED FOR PAYMENT

  
 Director

Minutes.

A meeting of the Officers of Administration of the M.S.S.W. was held on Jan. 6th, 1947.

Present: Dr. S.H. Prince, Miss P. Burns, Miss G. Shand, Mr. F.R. McKinnon and Miss A. Greenhill.

A review of the students mid-term examinations results was discussed and the question was raised whether or not a student should be evaluated with a view to determining her suitability as a prospective social worker. It was shown that the student who did well academically was not necessarily as good in the field work placement. Some students problem with assigned readings was brought up, it was felt that the students for the most part, were not reading selectively. It was decided that the marking of examinations be revised as follows: A 100-80, B 79-65, C 64-50.

It was proposed to call a faculty meeting of all lecturers Thurs. Jan. 16th 1947, at 12 o'clock at which time a comparative analysis on a % basis of each students marks would be presented to show the need for more uniformity in marking papers. The new classification of marks would also be brought up.

The question of grading field work was then discussed. It was agreed that it was an excellent idea but presented certain problems. It was decided to call a supervisors conference to discuss the question further.

It was proposed and accepted that Mr. J. Grandy be considered to replace Mr. G. Harte as library officer. Bursary plan.

A draft of the research project re. Cost of Living in Halifax area, undertaken by two second year students has been submitted to the school. It was proposed that Miss Bell be asked to be a reader of the project, after which evaluation the uses to which the study could be put would be discussed. It was decided that it remained the students responsibility to present their projects to the school in finished form. The list of subjects upon which the second year students are basing their studies in research was drawn up by the Faculty in the Fall of '46.

The House Committee's report is now ready and it was decided to call a meeting of the Executive to receive this. Tentative date Jan. 27. 47.

A satisfactory field work report on behalf of Sister Miriam de Lourdes has been received from the Catholic Welfare Bureau, Montreal. This completes Sister's requirements for the Diploma of the School.

A questionnaire has been received from the Nat Comm. for Mental Hygiene following their Interprovincial Institute held at Morrisburg, re. lectures in psychiatry given to students, provisions for training psychiatric nurses etc. It was recommended that Dr. Prince answer this.

Dr. Prince has also received a suggestion from Dr. G. Davidson that the students undertake a study re Family Allowances similar to one undertaken by the students of Laval Univ. School of S.W. It was decided this was not feasible due to lack of facilities.

## Minutes.

A meeting of the Officers of Administration of the M.S. W. was held on Jan. 11th /47.

Present: Dr. S. Prince, Miss P. Burns, Miss G. Shand, Mr. F. R. MacKinnon and Miss A. Greenhill.

Dr. Prince reported the following matters were attended to:  
Reply to Can. Welfare Council re psychiatric questionnaire.

" " Dr. Davidson re Family Allowance Study.

Letter to St. F. X. re proposed visit by A. Greenhill.

" " Mrs. Bishop re coming to the School in Jan. to give series of lectures to supplement Dr. Marshall's course.

### Matters discussed:

#### 1) New changes indicated in Timetable.

Miss Bell's course to be given on different day at her request.

Miss Shand and Mr. MacKinnon to change days and hour of their respective courses to fit in course to be given by Dr. MacKay.

#### 2) Calendar Changes.

a) Public Health and Hygiene Course to be given by one lecturer. Dr. Stuart's name was proposed and it was decided that Dr. Prince would approach him.

b) Medical Information.....more accent on social aspects

c) Psychiatry 11.....more accent on clinical aspects.

d) Law for Social workers..1/hr full term...suggested lecturers R. McKinney, G. Cowan..Mr. Harris .....

Mr. MacKinnon suggested Miss Burns write Sch. of S.S. Admin. Univ. of Chi. for outline Law and Social Work. by Ellson.

e) Research Seminar...Sister Louise Adelaide suggested a as a Reader to be approached by Miss Burns.

f) Miss Shand to ask Dr. Coady to lecture whenever available.

#### 3) Pending:

- Lecturer for course "Social Statistics and Investigation."

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N.B. Changes and omissions in calendar indicated in Calendar.

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Faculty Meeting. Nov. 10th, 1947.  
Carlton Hotel.

Present: Dr. Prince, Miss Shand, Miss Montgomery, Mr. MacKinnon, Miss Greenhill.

Re proposed "At Home". Date was tentatively set for Nov. 29th/47 at the School providing the catering could be done by the Cathedral Women's Club on that date. Miss Montgomery brought out that when the at home was discussed with the student body, one suggestion was that a salad be served in preference to sandwiches.

Re research projects: It was decided that the Faculty would have ~~the~~ final say re suitability of Title, plan etc. It was also decided that an outline to guide the students in their choice of subject, scope etc. be drawn up by Miss Greenhill, approved by the other faculty ~~members~~ members and distributed to the students.

Re new system of marking exams: Dr. Prince suggested that a notice be posted advising examiners and students the pass mark is 50. Students not to be given marks but graded as follows; A, 100-80, B, 79-65, C, 64-50.

Re write-up in Dalhousie calendar; It was decided that Dr. Prince re-write the insert in keeping with changes in school's curriculum

Re Library; Mr. Mackinnon undertook to study material obtained from ~~Canadian Welfare Council~~ re classifications. Question of responsibility for ordering books was also discussed. present course seems to be that each lecturer orders required books with no relation to numbers and suitability to school's library. No change proposed.

Re Studies committee; Dr. Prince proposed calling a meeting of this group to discuss Calendar, courses, University affiliation. Miss Montgomery brought up the need for the school to set standards re minimum number of courses, credits, field work etc. It was suggested that the faculty prepare the material for presentation to the Studies Committee and Miss Montgomery work out standard requirements in line with recommendations of A.S.S.W.

Miss Greenhill asked for a re-~~defination~~ definition of school duties. This to be taken up with Dr. Prince later.

It was proposed that a second faculty meeting be held the evening of Nov. 24 or 25th depending upon which was more convenient for Miss Shand.

A. Greenhill

Minutes of Faculty Meeting held at Maritime  
School of Social Work - November 24, 1947 - 7:30 p.m.

Present: Dr. Prince  
Miss Shand  
Miss Montgomery  
Mr. MacKinnon  
Miss Greenhill

Business arising out of minutes -

Re Library- Mr. MacKinnon reported he had not completed study of library material from McGill School of S.W. but as he now saw it - the material would require modifications for use in School Library.

Need for good Dictionary and encyclopedia was brought up by Dr. Prince. Board has already approved sum of \$25.00 for a Dictionary.

Question of books disappearing from library was brought up. Mr. MacKinnon suggested library obtain copies of I.O.D.E. Survey of Welfare Services in Alberta.

Re At Home - New date is set for Wednesday, December 3, 1947 - 4 to 6 p.m. - Cathedral Hall - Ladies of St. Paul's Cathedral to cater - 50cts/person. *All Saints*

Dr. Prince undertook to arrange for invitations to be sent to Board members and their wives or husbands, alumni, staff supervisors, pupils - also such details as asking 2 Board members to 'pour - decorations, etc.

Re Examinations - Question of listing marks on Bulletin Board was brought up and discussed - final decision was to give Individual Grading - no posting on bulletin board. Miss Knight could supply this information to students upon request. It was also decided it was not necessary to bring this change to the Studies Committee for approval since it referred to a change in procedure. However, the question of changing the time of examinations, that there would be 15 weeks in 1st semester, and the method of examinations from written to assignments in some courses, would necessarily have to be brought to the Studies Committee for approval. It was decided to write to N.Y. School of Social Work and Chicago School, and Canadian Schools to learn more about their methods of time table.

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Changes in Dalhousie Calendar were considered and it was decided final paragraph referring to reduction in time should be deleted.

Report re research projects was submitted by Miss Greenhill and given consideration by committee - report with indicated changes to be typed and made available to Sr. Louise Adelaide and 2nd year students.

Question of eliminating block field work at end of second year was brought up. It was felt this time was an anti-climax and could be spent by second year students on Research projects - This might entail changing closing date of School year. However, since this hinges on decision re "Minimum Standards" no final decision can be made until the latter question is settled. Miss Montgomery's report on Minimum Standards was held over until next meeting to be held December 1st, 1947 at 4 p.m.



Minutes of Faculty Meeting held at the Maritime School  
of Social Work December 11, 1947 at 7:30 P.M.

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Present: Dr. Prince  
Mr. F.R. MacKinnon  
Miss Shand  
Miss Montgomery  
Miss Greenhill

The meeting concerned itself with a continued discussion and study of School's curriculum based on schedules prepared by Miss Montgomery.

The question relating the research course to a faculty member to allow for closer cooperation was proposed - It was suggested that this might be considered required qualifications of full time Director. Mr. MacKinnon suggested that Dr. Prince would logically be the person to undertake to correlate class room course in research with advisors supervising students projects. This question was left for further consideration. There was some discussion as to what might happen if the present courses given by the Sisters were removed from the curriculum with present proposed changes. It was felt that unless alternative courses were proposed, this might lead to a severance with Mount St. Vincent. The Committee were not in favour of this occurring.

Miss Montgomery then brought up the question of whether the second year students might be relieved of block field work in May and June providing the standard required was reached by April 17, 1948. This question was posed as several second year students had done two months additional field work during the summer months of 1947 and other students had worked during the same period - in addition several D.V.A. students' benefits would expire by April. It was decided that providing second year students had reached the standard required by the end of the academic year, the block period of field work could be dispensed with.

Lack of progress in both case work and field work by Miss Benjamin was also discussed but it was decided to withhold any decision until after mid-term exams.



FIELD WORK

First Year

October 16 - December 12      9 weeks      )  
January 5 - April 16      15 weeks      )      24 weeks

24 x 2 days per week = 48 days -      actual      credit  
276      384 clock hrs.

May 3 - June 26      8 weeks

8 x 5½ days per week = 44 days      286      320 clock hrs.

Total field work 1st year      562      704

Second Year

24 weeks x 2 days per week 48 days      actual      credit  
276      384

Total field work 2 years      838      1088

In McGill

First Year

2 days field work = 4 credits = 60 sem. hrs. (240 Clock hrs.)  
1 term

2 terms      8 credits      120 sem. hrs. (480 clock hrs.)

6 weeks 30 days      4 credits      60 sem. hrs. (240 clock hrs.)  
block

12 credits or 720 clock hours

Second Year

2 days field work 1 term      4 credits

2 days field work 2nd term      4 credits

8 credits or 480 clock hrs.

Total field work      - 720

- 480

1200 clock hours .

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*Suggested St John E's course might be more biographical - historical development*

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