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Biennial Report of the University, 1949-1951

University of New Mexico

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UNIVERSITY OF NEW MEXICO

BIENNIAL REPORT
OF THE
UNIVERSITY

JANUARY 1, 1949 - JANUARY 1, 1951

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TWO YEARS IN THE HISTORY OF THE UNIVERSITY

It is interesting, at a time when the University completes another official two-year period, to look inquiringly at the decade which that period closes. The biennium ending Dec. 31, 1950, marks the culmination of these eventful ten years.

Without question they have been the most trying and at the same time the most impressive years of the institution's sixty-year life. At the beginning of the ten-year period, the University was under the leadership of Dr. James F. Zimmerman, whose wisdom, energy and intellect had guided it in such fashion as to prepare it for the difficulties and accomplishments of the war and the post-war eras.

In the early 1940's the University was a solid but small institution, with less than 1800 students and with what looked like an adequate campus. Already the campus and its buildings were famous for their unique beauty; and already there was on the faculty a considerable number of men and women of reputation and ability.

But suddenly, as the war came and as young men everywhere left American campuses, enrollments fell to a point where many a small college and university despaired. At the University of New Mexico, total enrollment reached a figure barely above 900, and for once there were more young women than young men. Because of Navy and Army programs, and because departmental offerings had to be maintained to uphold established standards, the University was able to retain most of its faculty and to begin thinking about what would happen when the conflict was over.

What happened is now history. Young men by the millions, released from the tensions and the wastes of war, entered universities all across the land under the G.I. bill of rights. Within a short time the University of New Mexico found itself deluged with 5000 students.

Other factors contributed to this relatively huge increase. New Mexico, Bernalillo county, and Albuquerque were grow-
ing amazingly. American youths from all over the country—indeed, from all over the world—came to New Mexico because of its character, its climate, its reputation as a place still free from some of the disadvantages of older and more settled regions.

Now began the period of the University's greatest physical growth. Hundreds of thousands of dollars worth of Army barracks buildings were moved to the campus through government assistance. They were set on foundations and piped for heat and wired for electricity. Classes met there; professors established their offices there; administrators took up quarters there. Other such buildings were moved in as apartments for young married students. Quarters at Kirtland Field were fitted out for bachelor students.

Every office and department and individual felt the strain of those years. In winter time an overloaded heating plant operated night and day to pour adequate warmth into these buildings, and in the summers students and faculty sweltered in their heat. Maintenance problems increased vastly, and the paper work of offices like those of the Comptroller and the Registrar was constantly growing and constantly under revision.

Concurrently, plans were expedited for construction of new buildings, and some of these were begun at once. New visions of over-all planning were essential, and were conceived. Expansions of offerings and creation of new colleges and departments were effected, including colleges of Pharmacy, Business Administration and Law.

The Work Ahead

As the University entered the biennium beginning Jan. 1, 1919, these activities were at a peak, and they have continued. The institution has, all told, met the responsibilities which the decade thrust upon it; but it enters a new period with hard work ahead.

If the University has achieved what it set out for: that is, a broad and high-quality program of higher education in nearly all the essential fields, it has yet to provide properly for the housing of all the elements of instruction and all the administrative functions associated with those fields. It has yet to remove from the campus most of the temporary barracks buildings and replace many of them with more sightly permanent structures, and it has yet to develop the gradual movement eastward on the campus in such a way as to provide efficiently and satisfyingly for the decades to come.

The Work of Many

Any report of a biennium, to be intelligible and readable, must touch only the events which stand out in the minds of University people and the public. Such a report, herewith made to the Governor of New Mexico by the President of the University, can hardly go into minute detail with respect to all that has been happening, and yet remain a document of much interest to our citizens. It is a hope that this booklet, dealing as accurately and yet as interestingly as is within our powers with the occurrences of the past two years, can prove to be a kind of small history which is of value.

An institution of this size depends for its success upon a great number of people. The University's progress during the past two years has been due to the efforts of many. This report is only the president's attempt to summarize what has happened.

Devotion of the Regents

The constant interest and cooperation of the Regents of the University have made possible much that has been done. Their devotion has never failed, and it is fitting to name them here as a tribute to that devotion. President of the Regents is Judge Sam G. Bratton of the United States Court of Appeals in Albuquerque. Mr. Jack Korber of Albuquerque is Vice-President, and Mrs. John Milne of Albuquerque is Secretary and Treasurer. Mrs. George Savage of Albuquerque and Mr. Tibo J. Chavez of Belen are members of the board. All have served throughout the two-year period, and Judge Bratton,
Mr. Korber and Mrs. Milne had served for many years preceding that period.

The work of the University falls into four very general categories—instruction and its related activities; finance; student affairs; and administrative offices such as the alumni association and athletics. It seems fitting to take these up one at a time, reviewing their functions and development during the biennium.

Growth of the Faculty

During the biennium every effort was made to improve the quality of the teaching staff and to reduce the heavy student-teacher loads. During the peak year of enrollment (1948-49) the ratio of students to faculty was about twenty to one. Numerous additions to the staff were made for the academic year 1949-50. During this year the total faculty of rank of instructor and above, exclusive of the departments of Naval Science and Air Science, numbered 260, an increase of about eight per cent over the figures for the preceding year. As a result of this increase, the student-faculty ratio was reduced to about eighteen to one.

In addition to the faculty indicated above, the teaching staff during 1949-50 included one hundred teaching and graduate assistants.

Fields in which staff additions were made include Biology, Economics, Geography, Government, Journalism, Modern Languages, Psychology, Business Administration (Accounting and Marketing), Elementary Education, Secondary Education, Home Economics, Architectural Engineering, Civil Engineering, Electrical Engineering, Mechanical Engineering, Art, Pharmacy, and Law.

Despite these improvements, it should be noted that the ratio of eighteen to one still exceeds the pre-war ratio.

The Problems of Salaries

Substantial salary increases were achieved during the biennium. New staff members employed, as replacements or as additions, included twenty with the Ph.D. degree. The increased salary schedules were made possible by generous legislative appropriations. Nevertheless, the present schedules, in view of increased income taxes and living costs, do not represent any increase in purchasing power over those of pre-war years.

Leaves, Retirements, and Promotions

During the biennium eight members of the permanent staff were granted sabbatical leave for one or two semesters to enable them to carry on investigations in their respective fields in this country and abroad. Leaves of absence without pay for periods of one or two years were granted to fourteen staff members of the rank of instructor and above, eleven of whom were engaged in study for the doctorate. Several members of the faculties of the science departments have held appointments as consultants at Los Alamos Laboratory and Sandia Base while carrying on their regular teaching duties at the University.

Retirements and resignations of members of the permanent staff were:

RETIREMENTS
Marion Dargan, Professor of History, July 1, 1950
Edith Blessing, Instructor in English, July 1, 1949
Clinton H. S. Koch, Assistant Professor of Modern Languages, July 1, 1949
Robert A. Moyers, Professor of Secondary Education, July 1, 1949
Bess Curry Redman, Assistant Professor of Music, July 1, 1950
Ruth Russell, Assistant Librarian, July 1, 1950
Wilma Loy Shelton, Professor of Library Science, July 1, 1950
RESIGNATIONS
Mela S. Koeber, Associate Professor of Art, July 1, 1950
Arthur M. McAnally, Librarian and Professor of Library Science, April 1, 1949

Promotions in academic rank were made during the biennium as follows: from associate professor to professor, nine; from assistant professor to associate professor, eighteen; from instructor to assistant professor, twelve.

Six persons were here during the biennium as visiting professors, aside from those in summer sessions.

The death of G. Perry Steen, Associate Professor of Civil Engineering, occurred on November 12, 1949.

Faculty Authority Has Broadened
Under a new faculty constitution adopted in 1949 the title of the principal legislative body of the University was changed from University Senate to University Faculty. The new constitution also effected certain changes in the organization of the faculty and re-defined its responsibilities, giving it broad powers in matters of academic policy and procedure. Standing committees of the faculty perform delegated functions and consider policy questions for submission to the faculty. Occasionally special committees are named to study major questions.

During the academic year 1949-50 a special committee made an extensive study of student scholarship, probation, and suspension. Another special committee is making a study of the fundamental aims, objectives, and purposes of the University and its several colleges and departments.

Growth in Teaching Facilities
The program of instruction was measurably strengthened during the biennium by changes in the old physical plant, besides construction of new buildings. An old Buildings and Grounds building, for example, was remodeled to provide enlarged classrooms and laboratory facilities for the departments of Dramatic Art, English, and Industrial Arts. Construction of a small orchestra pit in Rodey Hall made possible greater cooperation between the Music and Drama departments.

Additions were made to the laboratory equipment for the science departments of the College of Arts and Sciences, the College of Pharmacy, and the several branches of Engineering. The Department of Journalism was equipped with new facilities including a darkroom and photographic laboratory; additional equipment was provided for the Speech laboratory and for the phonetics laboratory of the Department of Modern Languages; and a considerable amount of office and statistical equipment was purchased for use in various courses offered by the College of Business Administration. Increased enrollment in the crafts courses offered by the Art Department made necessary considerable expansion in laboratory facilities. Additional filing space was provided for the rapidly growing collection of photographic slides required for the teaching of art history.

The University Library made a steady growth in collections and in services. On July 1, 1950, the collections in the main Library and the Law Library contained 186,031 cataloged volumes, of which 29,861 were added during the preceding two years. The collections also included 1,879 reels of micro-film, 35,000 maps, 315 sound recordings, and 3,000 boxes of manuscripts.

During the summer of 1949 the installation of metal stacks in the nine-floor stack tower of the Library was completed and the book collection was re-shelved. This addition to the shelf capacity, resulting in better arrangement of the collections, greatly improved the service to the readers. There were 214,736 two-week loans in the two years, an increase of 15 per cent over those of the preceding biennium. There were 143,787 reserve book loans, an increase of 10 per cent.
How to Improve Instruction?

The major objective of academic policy was the qualitative improvement of instruction. In certain areas the program was in the two years expanded to improve curricula approved in earlier years or to meet student and community needs.

In the College of Law, second and third-year courses were provided to round out the program for the Bachelor of Laws degree authorized in 1947. The first degrees in the College of Law were conferred in June, 1950.

The curriculum of the College of Pharmacy, established in 1945, was enlarged, especially in the fields of pharmacology and pharmacognosy.

In the College of Arts and Sciences, instruction in geography was re-established, and separate departments of journalism and speech were created.

New courses in marketing, retailing, management, and accounting were added to the curriculum of the College of Business Administration.

In the College of Engineering the programs of instruction in architectural and sanitary engineering were enlarged.

The most important curricular development in the College of Fine Arts was the addition of courses in art history.

Graduate Demand Has Expanded

The demand for graduate instruction increased sharply during the biennium. Enrollments in the Graduate School doubled, and will doubtless remain at the present high figure for at least one or two years. New master's degree programs were authorized in Speech, Art History, Chemical Engineering, Hydraulic Engineering, and Business Administration. The Ph.D. program was enlarged by establishment of a course of study leading to the doctorate in Biology. Improved procedures were introduced, and the Graduate Committee exercised supervision of the entire program.

The Military; Summer Sessions; Night Classes

The Department of Naval Science now has as a campus companion an Air R.O.T.C. unit with instruction in Air Science; and opportunities thus are offered young men in two such fields.

The Summer Session brought outstanding teachers from other institutions, both in 1949 and in 1950. Summer Session growth accompanied general University growth, and Summer programs, instructional and cultural, were successful.

Concerted effort was made during the biennium to serve the educational needs of community and state by providing more evening courses in a broad range of subjects. The Community Evening College, sponsored by the Division of Extension and Adult Education, offered an increasing number of non-credit courses of academic and vocational character, and more than 500 adults of this vicinity enrolled for these courses in the fall of 1950.

Beginning with September, 1950, the several departments and colleges of the University scheduled many of their regular credit courses for late afternoon or evening hours. They provided educational opportunity for about 500 residents of Albuquerque and community who might otherwise have been unable to attend class.

These outlined developments have helped to strengthen the teaching program of the University. The quality of instruction meantime has been recognized by national associations or accrediting agencies. The College of Law, already accredited by the American Bar Association, was admitted to membership in the Association of American Law Schools in December, 1948, and in September, 1949, the program of professional training in Chemistry offered by the Department of Chemistry received the approval of the American Chemical Society.
Research and Publications

The research investigations of the faculty during the biennium covered a wide range of interests. These investigations were supported in part by funds secured from outside agencies and in part by University funds allocated for general research and for the work of special research divisions of the University. Many faculty members initiated or carried forward research projects without financial aid of any kind.

Approximately $160,000 was received from other sources, including the Air Materiel Command (U.S.A.F.), the Atomic Energy Commission, the Office of Naval Research, the Research Corporation, the Upjohn Company and the U. S. Institute of Public Health. Grants from these agencies were made to support investigations in atmospheric physics, cosmic rays, bacteriology, organic chemistry, pharmaceutical chemistry, crystallography of organic compounds, infant mortality in New Mexico, and the use of pumice as a building material. Record should also be made of a grant by the Social Science Research Committee for research in medieval population.

Fifty-six grants-in-aid were made from the general research fund of the University, administered by the faculty's Research Committee, to aid the investigations of individual faculty members. Many of the investigations supported in this manner had a regional emphasis, in such fields as those of New Mexico flora and fauna, the biotic families of New Mexico, Southwestern archaeology and ethnology, New Mexico folklore and folk music, New Mexico place names, the use of local clays for ceramic purposes, and the pattern of community settlement in this region.

University research grants were made to support investigations in chemistry, mathematics, meteoritics, engineering, musicology, theater history and techniques, and literary history (English, French, and Spanish).

The Bureau of Business Research continued publication of its monthly bulletin, New Mexico Business. This publication surveys current business conditions in the state, and each issue contains a general review of some important busi-
At Hodgin, the Oldest Building
ness development, as in banking, retailing, or coal mining. Separate studies issued by the bureau dealt with the economy of Albuquerque, patterns of New Mexico state finance, and the growth and distribution of retail trade in New Mexico. The bureau is cooperating with the New Mexico Economic Development Commission in the preparation of an economic handbook for New Mexico.

The Division of Government Research during the biennium issued eight bulletins dealing with phases of state and local governmental administration. These publications included studies on public welfare, recreation administration, licensing, labor legislation, constitutional amendments, the New Mexico corporation commission, and aspects of political party history. Most of these publications were prepared by members of the departments of Government, Economics, and Sociology.

During the period the resources of the Institute of Meteoritics were to a considerable extent tied up by investigations made at the request of and in cooperation with the Office of Special Investigations, U.S.A.F., and the Air Materiel Command. Nevertheless, the institute, with dollar-for-dollar financial assistance supplied by the Standard Iron Company of Philadelphia, successfully prosecuted meteoritic surveys at the Barringer Meteorite Crater, culminating in the discovery of pithouse type rooms in the crater rim.

In the same period a cooperative arrangement was worked out between the Department of Geology and the Institute of Meteoritics under which graduate students have carried on research in meteoritics. More than twenty-five research papers in meteoritics were published by institute staff members in a half dozen scientific journals.

Sixteen research papers and studies were published in the University Publications series during the two years, as compared with seventeen in the preceding four years. Publications issued during 1948-1950 were in anthropology, languages and literature, geology, meteoritics, engineering, biology, and history. University faculty members were the authors of more than half of these papers.
A complete general list of faculty publications would be too long for this report. It would include, in addition to items mentioned above, numerous reviews and research articles in the journals of learned societies; essays, critical reviews, and creative work printed in literary journals; text books and research monographs.

Stabilization of Enrollments

The University reached a kind of maturity in enrollment at its post-war peak of almost 5000 students, and should remain in that relative neighborhood, due largely to the greatly increased number of young people who want to go to college, and to the greatly increased populations of Bernalillo county and New Mexico. The Admissions office expects that enrollment may fall as low as 4000 and then begin a gradual rise back to 5000. Thereafter, there is every reason to believe that enrollment figures will show constant increases, and that within a decade or so they will approach a level of about 6000. Meantime, summer session enrollments have increased greatly and seem to be settling at 1800 or 1900.

A Period of Busy Construction

This report cannot pass over the busy years of construction on the campus. New construction resulted in appearance of half a dozen major buildings, one of which alone cost the University more than did all the buildings present on the campus before the war. Cost of buildings completed in 1949-1950 was $2,500,000.

The program is in no wise finished. A forty-room classroom building is now under construction, and numerous large projects are in the planning stage, including buildings to house some of the departments of the sciences, and a new Student Union. Among new structures not involved in instruction directly were a group of faculty apartment houses, new faculty residences, and a new state highway department testing laboratory. Many new fraternity and sorority houses meantime were privately erected near the campus.

Major constructions completed include the men's new residential hall, the heating plant, a warehouse, a printing plant and Journalism building, and the Civil Engineering building. The Jonson art gallery and residence was constructed, and Clark Hall, now used to house the Bureau of Business Research, was acquired.

Funds for most of the work completed were provided by revenue bonds, plus gifts, appropriations from general revenues, and an insurance payment.

One of the University's most ambitious projects is the $550,000 general classroom building, begun in the summer of 1950 and scheduled for completion in mid-1951. The University has been harrassed for years through its rapidly growing enrollments by lack of class-room space. Now it hopes to begin its efforts to remove the barracks buildings which served so well during the pressure period for class meetings and as faculty offices. Funds for the classroom building and its equipment were provided by a share of a state bond issue.

Co-ordination of Student Affairs

The development of the student body posed problems early in the post-war years which it was essential to resolve. Student activities increased tremendously until their administration became so large a business, both human and financial, that it was apparent that some system needed to be established to co-ordinate them and guide their growth.

This was done, during the biennium, by creation of the office of Director of Student Affairs. Efforts were made at once to pull together the activities in which student life centers. These various offices were, in general, the Counseling and Testing Service, the Division of Veterans' Affairs and the Veterans' Guidance Center, the General Placement Bureau, the Student Health Service, the Office of Admissions, and the offices of the Personnel deans.
The new office undertakes responsibility for the activities of the non-academic departments which deal with the lives of the students. The office is guided by the fact that many of the values of university training are derived from the social and cultural opportunities of college life.

The interests upon which this office must center its attention are numerous. Student publications alone at the University represent a business with a budget of $50,000 or so a year, covering publication of a newspaper four times a week, and of a yearbook and a literary magazine. The number of clubs and fraternities and sororities, both social and professional, is considerable; and the social and professional activities of students in every college and on every part of the campus are unceasing. Students have been provided with avenues for advice on careers and academic programs.

Three physicians and six graduate nurses have watched student health in the University Dispensary and Infirmary where hospital facilities are provided for acute illnesses for a short period. The Dean of Men and the Dean of Women have been solicitous to provide for financial assistance of good students, either through scholarships or student work on the campus.

Beyond all the machinery of the student-affairs office there lies the necessity of constant realization of the student’s human needs and human problems. Young men and young women need understanding and advice, as well as some of the less pleasant actions universities sometimes take, and conscious efforts are made in the new office to try to help them, through whatever avenue may be most effective.

The Financial Picture

From the standpoint of budgets, the University during the biennium found itself administering the largest revenues and the largest expenditures in its history, by far.

State appropriations—and these alone in this report are based upon fiscal years, rather than upon calendar years—had risen during the past several years from about $500,000 annually to $909,000 to $1,724,000. In each of two successive biennia the amounts appropriated rose by almost 100 per cent.

Meantime, students were sharing in something like half the total costs of operations, mainly through tuition payments from the federal government for veterans in college. Replacement of these veterans by younger students went on throughout the two-year period, and will continue. This replacement poses a serious problem, since it means reduction in income because the government paid higher tuition, for veterans, than non-veterans who live in New Mexico pay for themselves.

The State through the Legislature has throughout recent biennia been willing to give serious attention to the University’s needs and there is every reason to feel confident that the State will be anxious to maintain the quality of the University’s work as its tuition revenues fall off.

During the first year of the biennium, that is, July 1, 1948-July 1, 1949, total University income was $8,371,543, and total expenditure was $8,371,314. During the second year, July 1, 1949-July 1, 1950, total income was $4,003,276 and total expenditure was $4,006,742. The current fiscal year, which will end June 30, 1951, finds the University with a total estimated revenue of four million dollars.

These figures all include totals for the University’s auxiliary enterprises, such as dining halls, dormitories, the printing plant, the University Press, athletics, and the public golf course.

(Charts showing where the University’s funds come from and how they are spent appear on the next two pages. Both income and expenditures, for both of the fiscal years of the biennium, are broken down in the charts by percentages. Figures upon which the charts are based do not include revenue from or expenditures for auxiliary enterprises.)
Athletics; Administrative Offices

Operating under responsibilities which are closely allied with the administration and the president's office are the several activities which have to do with the benefit of the University as a whole, and with the University's relationships with the public. Among these are intercollegiate athletics, the alumni association, the department of information and its news bureau, the University Press, the printing plant, the public golf course.

Throughout the story of the biennium appears evidence of the stresses and changes resulting from the University's sudden and continuous growth. Athletics particularly became rapidly a much larger enterprise. As Albuquerque grew, also, greater and greater crowds came to athletic contests, and the problems of administering the whole program increased tremendously.

To meet these problems, the office of intercollegiate athletics was separated from the College of Education, the then head football coach was made Director of Athletics, and a new coach was selected. The University's Athletic Council remains, of course, as the controlling voice in athletics policy. This council, composed of faculty members and some students, functions along the lines recommended by the North Central Association of Colleges and Secondary Schools.

At about the same time, the University took action to transfer its athletics conference membership from the Border Conference to the Mountain States Intercollegiate Athletic Conference, thus associating itself with colleges and universities which are under the same accrediting regulations as is the University of New Mexico.

The Alumni Association

The biennium saw a steady growth of assistance to the University from graduates and former students. More than $30,000 was contributed by 3600 people toward construction of a memorial chapel. All contributions were voluntary, since the Alumni Association and its director chose to avoid personal solicitation.

The Alumnus magazine of the association went to the homes of more than 6000 graduates and former students each month for ten months of each year. These readers live in all forty-eight states and in twenty-seven foreign countries. Beginning with September, 1950, the magazine was converted to a more convenient small format from its previous larger dimensions.

A factor of importance in the national phase of alumni relationships was the development of University of New Mexico alumni clubs in thirty cities throughout the country during the biennium. At Homecoming, about 3000 former students participated in some phase of the celebrations during each of the two years. In connection with Homecoming, June class reunions were inaugurated for persons who were graduated at the same time at various Commencements in the past.

The News Bureau

The University News Bureau devoted itself during the biennium to the institution's relationships with the public, through the newspapers, the radio, magazines, student publications, public addresses, and in numerous other ways. The bureau told the University's story in every way possible to as many citizens as could be reached, both in and out of New Mexico. Coverage included all athletic programs.

The Production of Printed Books

The University Press continued its program of publication of books and of scholarly material, through the University's own new printing plant. The biennium saw the quality and public appeal of University publications enhanced; among those publications were successful portfolios of reproductions of the works of distinguished New Mexico artists. The Press through these and other books, general and schol-
arly, had a satisfying national recognition, especially in book design and typography. Among the printed products is the University's New Mexico Quarterly, a magazine of typographic beauty and literary quality, which underwent much improvement during the biennium.

TO THE GOVERNOR OF NEW MEXICO:

And so the two years of our biennium end, just as the decade does. The president of the University submits this report to the Governor and to the people of the state, with full hope for the University's future. If he submits it with some reservations as to our success, he does so only in consciousness that those forward movements not yet begun will inevitably come; and he submits it, on the whole, not without pride and certainly with pleasure.

The report here submitted is in three parts. Part I is devoted to matters of college-wide interest. Part II is devoted to recording developments of importance in each department and division of the College. Part III is devoted to listing the more significant publications, research contributions, and other professional activities of each department and division.

PART I

At the time of the writing of this report in December, 1950, the forces of the United Nations of which the military of the United States forms so large a part are in retreat in Korea, and the likelihood of a semi or full scale mobilization seems very near. The prospect makes planning for the biennium ahead difficult, because it is not possible to know at present what calls upon its services, faculty, and student body the University will be expected to meet.

Regardless of what the emergency may develop, the institution stands ready, because of the strength it has acquired in recent years, to perform with imagination and effectiveness whatever part it may be assigned.

To turn from the uncertainty of the immediate future to the two years which are coming to a close, it can be said of them with simplicity and truth that they have been good years, years of fruitful development, probably the best two years the College of Arts and Sciences and the other Colleges of the University have known.

A college grows in stature and usefulness by strengthening its faculty and surrounding professors with the conditions under which they can teach happily and work productively, by attracting an able student body, by maintaining high academic standards, and by being of increasing service to the people of the state in whatever manner its personnel and facilities enable it to be. In these ways, the College of Arts and Sciences has grown during the biennium.

The faculty has been strengthened by continuing to follow the policy of replacing the less well-trained members with more thoroughly trained ones. Promising younger staff members who had not finished their formal training but who had demonstrated their capabilities were encouraged to take leave to complete their doctorates, and a number of them did. Sabbatical leaves, research grants, and the partial financing of travel expenses to professional and scientific meetings are other policies that have contributed to faculty development. Service in regional and national professional organizations and in government has been the opportunity of some faculty members during the biennium, and this experience has added to the
breadth of their knowledge and thus enriched their teaching.

Somewhat smaller classes, improved laboratory facilities, insurance and leave benefits, democratic management in administration, and a liberal tradition of freedom and tolerance are conditions prevailing at the University which have helped the faculty to work happily. The new class room building now in construction will greatly improve the somewhat unsatisfactory class room facilities which have been available in the recent years of crowded enrollments. The new Biology and Chemistry buildings now in the planning stage will when built further improve conditions of instruction. The one problem on which the faculty seems to make very little headway is the problem of how to make financial ends meet. While salary increases have been made in recent years for which the faculty is grateful, the ever-increasing cost of living negated in a short time the benefits from these raises. As a result, the faculty is in need of further increases in salary at this time if its present modest standard of living is not to be depressed.

The amount of research and the number of publications produced by the faculty continues to increase each year, and is a healthy indication of the interest and activity of the group in their respective specialties. A number of the staff members are gradually gaining recognition for their research, not only in the state and region but throughout the country. Along with the professional growth of the faculty has come a broadening and enriching of the curriculum of the College, and an improvement in academic standards.

Academic standards in the College have been for some time and have continued to be in the biennium carefully guarded by the faculty and administration. At times we have been caused to wonder whether our standards are too high in view of those prevailing in other colleges of the region, but the doubt has always been resolved in favor of maintaining and tightening them. This has been done in the belief that as patrons of the institution in the state and throughout the nation come to realize the calibre of the academic program, it will cause them to recommend the institution to an increasing number of the most able students. The selection of some of our students for Rhodes Scholarships, Fulbright awards, and graduate fellowships in many of the country's outstanding universities, confirms us in our faith that, over a period of time, an institution with high standards will attract more and better students than one with lax standards.

Elsewhere in the report is a table indicating the number of students placed on probation and suspended during the biennium for unsatisfactory scholastic work. While the College is anxious to extend every aid to the young man and woman of serious purpose, and help them in every way it can, those who do not meet the standards are not allowed to continue. Knowledge of this policy stimulates students to improve their work habits, and avoids wasting taxpayers' money on those whose time could be more advantageously devoted elsewhere.
BUDGET AND ENROLLMENT

The budget of the College for the two years of the biennium was:

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1949-50</td>
<td>$742,325</td>
</tr>
<tr>
<td>1950-51</td>
<td>$706,460</td>
</tr>
</tbody>
</table>

The above amounts covered costs for administration, instruction, equipment, supplies and expense, and travel. In each of the two years, total expenditures did not exceed the allotted budgets. Instead, in each of the two years, as in the biennium preceding, a sum of savings was returned to the General Fund of the University by the College as the result of economical operation by departments and divisions.

The enrollment in the College for the four semesters of the biennium was:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester II, 1948-49</td>
<td>1254</td>
</tr>
<tr>
<td>Semester I, 1949-50</td>
<td>1215</td>
</tr>
<tr>
<td>Semester II, 1949-50</td>
<td>1079</td>
</tr>
<tr>
<td>Semester I, 1950-51</td>
<td>1114</td>
</tr>
</tbody>
</table>

It is interesting to note in connection with the enrollment of the College that, while the number of students enrolled in the College is approximately one fourth the total registered in the University, the College actually carried approximately three fifths of the teaching load of the University. The reason for this is that all students registered in the professional schools of the University take a considerable amount of their work in the College of Arts and Sciences. Engineering students, to employ only one example, take courses in English, social science, mathematics, and natural and physical science in the College of Arts and Sciences.

The printed table that follows gives a summary of student enrollment and the number of student credit hours taught in each department and division of the College for the past five semesters, extending from Semester I, 1948-49 through Semester I, 1950-51. Student credit hours for each department are obtained by multiplying credit hours of courses by the enrollment.

REORGANIZATION

During the biennium the Division of Speech and the Division of Journalism were elevated to the status of departments, their curriculum expanded, and their faculties strengthened by new appointments.

The Division of Geography which had been inactive since World War II was reactivated to meet a growing demand for the subject.

The Department of Library Science, which offers only a minor, had its status changed to that of a Division, pending the time when there is a greater call for more training in this field.
## COMPARATIVE DATA ON STUDENT LOADS IN DEPARTMENTS AND DIVISIONS OF THE COLLEGE OF ARTS AND SCIENCES

(From Semester I, 1948-49 through Semester I, 1950-51)

<table>
<thead>
<tr>
<th>Department</th>
<th>Student Credit Hours</th>
<th>Student Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Semester I, 1950-51</td>
<td>II, 1949-50</td>
</tr>
<tr>
<td>1. English</td>
<td>6029</td>
<td>5912</td>
</tr>
<tr>
<td>2. Modern Languages</td>
<td>5765</td>
<td>3829</td>
</tr>
<tr>
<td>3. Biology</td>
<td>2913</td>
<td>2921</td>
</tr>
<tr>
<td>4. Psychology</td>
<td>2862</td>
<td>3914</td>
</tr>
<tr>
<td>5. Chemistry</td>
<td>2797</td>
<td>2783</td>
</tr>
<tr>
<td>6. Mathematics (3352 incl. Math X)</td>
<td>2737</td>
<td>2831</td>
</tr>
<tr>
<td>7. History</td>
<td>2521</td>
<td>2431</td>
</tr>
<tr>
<td>8. Government</td>
<td>2130</td>
<td>2499</td>
</tr>
<tr>
<td>9. Economics</td>
<td>2057</td>
<td>2589</td>
</tr>
<tr>
<td>10. Geology</td>
<td>1857</td>
<td>1858</td>
</tr>
<tr>
<td>11. Anthropology</td>
<td>1389</td>
<td>1604</td>
</tr>
<tr>
<td>12. Speech</td>
<td>1240</td>
<td>1230</td>
</tr>
<tr>
<td>13. Sociology</td>
<td>1094</td>
<td>1274</td>
</tr>
<tr>
<td>14. Physics</td>
<td>1162</td>
<td>1227</td>
</tr>
<tr>
<td>15. Philosophy</td>
<td>688</td>
<td>755</td>
</tr>
<tr>
<td>16. Journalism</td>
<td>358</td>
<td>388</td>
</tr>
<tr>
<td>17. Geography (Division)</td>
<td>264</td>
<td>213</td>
</tr>
<tr>
<td>18. Library Science (Division)</td>
<td>72</td>
<td>84</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>85971</td>
<td>37189</td>
</tr>
<tr>
<td></td>
<td>41661</td>
<td>41910</td>
</tr>
<tr>
<td></td>
<td>47260</td>
<td>11964</td>
</tr>
<tr>
<td></td>
<td>12278</td>
<td>13794</td>
</tr>
<tr>
<td></td>
<td>13439</td>
<td>15590</td>
</tr>
</tbody>
</table>
Classics, which has been a separate unit with an undefined status, was placed under the administrative supervision of the Modern Languages Department. It is hoped that in time we can rebuild a greater interest in Classics than has recently prevailed in the University.

New Majors in Art and Home Economics were established in the College at the request of these departments which are in the College of Fine Arts and the College of Education, respectively.

The faculty during the biennium also authorized students who wished to remain in the College to be given credit for those courses in Education which are required for a secondary school teaching certificate. Prior to the action certain of the methods courses required for the certificate could not be counted toward a degree in the College.

Each of these changes, it is felt, have been wise developments and have enlarged the area of usefulness of the College to its student body.

TESTS OF ACADEMIC PROGRESS

On the eight general education tests of the Graduate Record Examination, seniors in the College of Arts and Sciences in the period 1946-50 ranked higher than those of other colleges of the University which require their students to take these examinations. Also, the number of Arts and Sciences students ranking below average on these tests was less than that of the other colleges.

Each senior, in addition to taking the eight tests on general education, takes an advanced test when available in his field of major study. These tests as in the case of the general education tests are part of the Graduate record Examination and are prepared and graded by a national board. In the five year period (1946-50) each department of the College whose seniors took these examinations improved its standing, and the improvement of a number of the departments in the past two years has been notable.

Insofar as the Graduate Record Examination is a valid test of academic progress, (and certainly it can be claimed to be an objective measurement though by no means the only test of academic progress) it is apparent the College has advanced steadily in the biennium.

On the two tables that follow is given the relative standing of seniors in the various departments of the College on the two types of tests mentioned above.*

*The tables have been prepared from data compiled by the Testing and Counseling Services of the University of New Mexico.
### Relative Standing of Seniors in the Departments of the College of Arts and Sciences

#### On the General Education Index (1946-1950)

<table>
<thead>
<tr>
<th>Relative Standing</th>
<th>Percent of Students with Scaled Score of 500 or less</th>
<th>Number of Seniors</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Physics</td>
<td>7</td>
<td>15</td>
</tr>
<tr>
<td>2. Mathematics</td>
<td>17</td>
<td>24</td>
</tr>
<tr>
<td>3. Chemistry</td>
<td>20</td>
<td>30</td>
</tr>
<tr>
<td>4. Anthropology</td>
<td>21</td>
<td>78</td>
</tr>
<tr>
<td>5. Psychology</td>
<td>26</td>
<td>80</td>
</tr>
<tr>
<td>6-7. Biology</td>
<td>29</td>
<td>78</td>
</tr>
<tr>
<td>6-7. English</td>
<td>29</td>
<td>80</td>
</tr>
<tr>
<td>8. Economics</td>
<td>33</td>
<td>34</td>
</tr>
<tr>
<td>9. Government</td>
<td>37</td>
<td>100</td>
</tr>
<tr>
<td>10. Geology</td>
<td>40</td>
<td>73</td>
</tr>
<tr>
<td>11. History</td>
<td>42</td>
<td>69</td>
</tr>
<tr>
<td>12. I. A. A.</td>
<td>45</td>
<td>71</td>
</tr>
<tr>
<td>13. Spanish</td>
<td>39</td>
<td>41</td>
</tr>
<tr>
<td>14. Sociology</td>
<td>61</td>
<td>54</td>
</tr>
<tr>
<td>15. Journalism</td>
<td>68</td>
<td>22</td>
</tr>
</tbody>
</table>

*The General Education Index is a composite average of the General Education Tests, including those in general mathematics, physical science, biological science, social studies, literature, arts, effectiveness of expression, and vocabulary.

Only those departments in which 15 or more seniors took the examinations are included in the table. Departments thus excluded are Philosophy and Speech.

### Relative Standing of Seniors in Departments of the College of Arts & Sciences

#### On the Advanced Test of the Graduate Record Examination (1946-1950)

<table>
<thead>
<tr>
<th>Relative Standing</th>
<th>Percent of Students with Scaled Scores of 500 or less</th>
<th>Number of Seniors</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Spanish</td>
<td>9</td>
<td>92</td>
</tr>
<tr>
<td>2. Geology</td>
<td>14</td>
<td>74</td>
</tr>
<tr>
<td>3. Biology</td>
<td>30</td>
<td>76</td>
</tr>
<tr>
<td>4. Psychology</td>
<td>31</td>
<td>87</td>
</tr>
<tr>
<td>5. Literature</td>
<td>36</td>
<td>61</td>
</tr>
<tr>
<td>6. Chemistry</td>
<td>37</td>
<td>32</td>
</tr>
<tr>
<td>7. Government</td>
<td>44</td>
<td>105</td>
</tr>
<tr>
<td>8. Mathematics</td>
<td>46</td>
<td>24</td>
</tr>
<tr>
<td>9. Sociology</td>
<td>49</td>
<td>69</td>
</tr>
<tr>
<td>10. Physics</td>
<td>50</td>
<td>14</td>
</tr>
<tr>
<td>11. Economics</td>
<td>51</td>
<td>35</td>
</tr>
<tr>
<td>12. History</td>
<td>3</td>
<td>73</td>
</tr>
</tbody>
</table>

*Each senior, in addition to taking eight tests on general education, takes an advanced test in his field of concentration.

Departments for which no advanced tests were available were Anthropology, Inter-American Affairs, Journalism, Philosophy and Speech.
FRESHMEN ADVISEMENT PROGRAM

Beginning in the Spring of 1950 a new and enlarged system of advisement for first year students in the College was inaugurated and has been in operation throughout the present academic year. Dr. H. O. Rie.., Assistant Dean, has been in general charge of the program which has had as its purpose the giving of personal advice and encouragement to Freshmen, many of whom find themselves away from home for the first time and somewhat bewildered by their new environment at the University. Thirty members of the faculty serve as advisers to the Freshmen of the College, each adviser being assigned 10 to 15 students.

Each adviser meets individually with his advisees before registrations, at registrations, at midsemester, at the end of each semester, and at other times he considers appropriate, and whenever the students call on him. The adviser helps the student work out his program of courses, keeping in mind the aptitude of the student, his high school record, his extracurricular interests, and other pertinent matters. An effort is made to ascertain the probability of the student's success in pursuing the course he has in mind, and in many cases the student is urged to reconsider his contemplated program. The battery of aptitude and psychological tests the student is required to take on enrolling in the University supplies useful indications on these problems to both the student and his advisers. The Freshmen are encouraged to seek out their advisers on academic or personal problems confronting them at any time during the school year. Midsemester and final grades, which were formerly passed out by the Registrar's office, are now given Freshmen through their advisers. This causes a student who might otherwise not seek out his adviser to see him at least twice a semester. While the system has only been in operation a short time and it is too soon to evaluate its usefulness, it is hoped that through the advisement program Freshmen will come to feel the personal interest the faculty has in them, and that as a result more of them will make a success in their academic work and their future careers.

THE ENGLISH WORKSHOP

Each year some 10 to 15 percent of the Freshmen who enter the University are discovered to be unable to read with the average speed or comprehension necessary to success in college work. They are also poor writers. In 1949, the English Workshop was instituted to help them overcome their deficiencies. Below is given a brief report on the nature of the Workshop and its achievements in its first year. The report was prepared by Mr. David Kroft of the English Department who serves as Director of the Workshop. Further details on the organization and operation of the Workshop will be found in the report of the English Department.

The English Workshop has completed its first year of service to the University and while it is difficult to ascertain the exact results of the program at this early time it is
possible to note certain trends and accomplishments. The progress made by students in the workshop is measured by comparing the results of tests taken early in each semester with the results of those tests taken at the end of each semester. The Cooperative English Test and the Iowa Silent Reading Test form the basis of this comparison.

During the first semester of 1949-50, only 9% of the Workshop students were in the average and below average levels as determined by the Cooperative Test given in September; 91% of the students were in the low, poor, and very poor category. At the end of this semester, 21% had been raised to the average and below average levels while the number in the low, poor, and very poor groups had been reduced to 79%. These tests were given to 160 students.

During the second semester only 44 students were in the Workshop and the greater improvement shown was probably due to a lower enrollment in each section and the fact that the Workshop staff was better prepared to meet this second group of students. In February only 5% of the students were in the average and below average group as determined by the Cooperative Test, and 95% were in the low, poor, and very poor group. In June 34% had reached the average and below average mark, while the 95% in the three lower brackets had been reduced to 66%.

The comparison of the results of the Iowa Silent Reading Test also showed improvement. In September only 17% of the students tested at the average or above average mark as determined by this test. In January 36% of the students had reached the average or above mark.

It will be noted that there were no Workshop students in any group above the average level, as determined by the Cooperative Test, in either semester of 1949-50. Considering this fact it might appear that some of these students could be raised above the average mark. However, the grade level of students in the Workshop is so varied that it is felt to be an achievement merely to increase the number of average students. For example, this first semester of 1950-51 finds students ranging from the fifth to the thirteenth grade levels as determined by the Iowa Silent Reading Test, and the majority of the 159 students, 103 to be exact, range from the seventh through the tenth grade levels.

New means of improving the program are always being sought. At the present time, two hours each week are being devoted to grammar, two hours to remedial reading, and one hour to supervised writing. In collaboration with the Speech Department, Oral English assignments have been introduced in an attempt to show students the relationship existing between oral and written English. New reading materials are being introduced, and the Harvard Reading """" Series will be used in the near future.
## COMPARATIVE SUSPENSION AND PROBATION FIGURES
### COLLEGE OF ARTS AND SCIENCES*
#### 1949-1949

<table>
<thead>
<tr>
<th></th>
<th>1st Sem.</th>
<th>2nd Sem.</th>
<th>S.S.</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment</td>
<td>1443</td>
<td>1254</td>
<td>398</td>
<td>3095</td>
</tr>
<tr>
<td>Probation:</td>
<td>209</td>
<td>92</td>
<td>37</td>
<td>338</td>
</tr>
<tr>
<td>Suspension from University:</td>
<td>40</td>
<td>57</td>
<td>1</td>
<td>91</td>
</tr>
<tr>
<td>Suspended to General College:</td>
<td>25</td>
<td>25</td>
<td>5</td>
<td>59</td>
</tr>
<tr>
<td>Released from Probation:</td>
<td>32</td>
<td>29</td>
<td>10</td>
<td>71</td>
</tr>
</tbody>
</table>

#### 1949-1950

<table>
<thead>
<tr>
<th></th>
<th>1st Sem.</th>
<th>2nd Sem.</th>
<th>S.S.</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment</td>
<td>1215</td>
<td>1079</td>
<td>228</td>
<td>2522</td>
</tr>
<tr>
<td>Probation:</td>
<td>136</td>
<td>94</td>
<td>43</td>
<td>273</td>
</tr>
<tr>
<td>Suspension from University:</td>
<td>26</td>
<td>29</td>
<td>3</td>
<td>58</td>
</tr>
<tr>
<td>Suspended to General College:</td>
<td>12</td>
<td>27</td>
<td>-</td>
<td>39</td>
</tr>
<tr>
<td>Released from Probation:</td>
<td>17</td>
<td>24</td>
<td>13</td>
<td>54</td>
</tr>
</tbody>
</table>

*The tables show comparative figures on probation and suspension from the College of Arts and Sciences for the two years of the biennium.*
THE HONORS PROGRAM

For a long time it has been recognized that American universities do a good job in helping the average or better than average student find himself and get started on a worthwhile career. There has also been a growing awareness, especially in state institutions, that extra time and attention is owed those students who cannot stand the rigor of the regular curriculum; and as a result, various remedial programs have been designed to help them. Far less thought and effort has been expended by the faculty of most state institutions in establishing special programs for the exceptional student, who deserves the best we can provide.

In a modest way the College of Arts and Sciences has maintained for a number of years an Honors Program in which the more able students are invited to participate. The purpose of the program is not to speed up the student graduation, but to give him a greater mastery of his field and a broader range of intellectual experience in close association with the professor or professors he has found stimulating.

During the biennium the Honors Program under Dr. D. H. McKenzie as general chairman has grown appreciably and continues to attract more and more top-level students. In the Spring semester of 1949-50, more than 30 students were engaged in Honors projects. These students report they benefit greatly from their intimate association with professors in their fields of interest. Some of the students have produced research papers which have been published in professional journals; others have done work which has laid the basis for future academic research.

The growth of the Honors Program has made it advisable to appoint a larger committee. It is now at work reviewing our present Honors policy, studying Honors Programs in other schools, and will present recommendations to the College faculty concerning the future policies of the Honors Program. New members of the committee have been drawn from all academic fields, and it is hoped, their efforts will foster participation in the program by more gifted students in the years ahead.
ANTHROPOLOGY

Strengthening the graduate offerings in Anthropology has been the chief development in the department during the biennium. Linguistics was added as a field of study, and Dr. Stanley Newman, who had been associated with the Institute of Social Anthropology of the Smithsonian Institution in Mexico, was appointed as associate professor to teach the linguistic courses. Expansion in Folklore and other fields also took place. Attracted by the well-rounded offerings and the growing prestige of the department, graduate students continued to come from all parts of the country in increasing numbers to study anthropology at the University.

Despite growing student numbers, the members of the department continued active in research and publications as can be noted elsewhere in this report. During the biennium Dr. Hill received an appointment to the important Personnel Committee of the Social Science Research Council, and Dr. Spier continued his editing of the Southwestern Journal of Anthropology which now has not only a national but a world-wide audience.

In the two years ahead the department contemplates no expansion, but intends to devote itself to its various research activities and the gradual improvement of its present teaching program.

BIOLOGY

The most significant development in the department during the past two years has been the institution of the Ph.D. program, beginning in the fall of 1949, in Physiology, Zoology, and Bacteriology, fields in which the department has considerable strength. Although the doctorate is offered in each of these three areas, the staff of the department urges that a candidate have work in supporting branches of biology in addition to his major concentration. At present there are eight Ph.D. candidates enrolled.

During the biennium the department has established a working relationship with the Los Alamos Scientific Laboratory by which the Department of Biology can send selected Ph.D. candidates to Los Alamos to work on a project, part of which may then be used as the candidate's dissertation. To date one student has completed his dissertation at Los Alamos under this arrangement.

Research projects carried out by the department include a cooperative research program with the Lovelace Clinic on human carbon dioxide tolerance. A two year Navy Research Grant of $5500 has been awarded to Dr. R. B. Johnson to investigate "The Isolation, Purification, and Testing of Bacterial Somatic Antigens." The grant is for equipment, supplies, and technical
assistance.

The members of the department have developed plans for the new Biology Building to be erected in the near future, and are looking forward to moving into new and more adequate quarters in the next biennium.

CHEMISTRY

The undergraduate program of the Department of Chemistry was approved by the Committee on Professional Training of the American Chemical Society in April, 1949. This represents an important landmark.

The graduate program has made much progress in the past two years. Of the 19 full-time graduate students in the department, 12 are working toward the M.S. degree and seven toward the Ph.D. degree. In addition, 45 employees of the Los Alamos Laboratories are currently working part-time to obtain the M.S. degree. Since February, 1949, nine students have completed the requirements for the M.S. degree and two for the Ph.D. degree.

Dr. Castle, Dr. Kahn, Dr. Martin, Dr. Riebsomer, and Dr. Suttle have been fortunate in obtaining outside financial support for their research activities. Close cooperation with the Los Alamos Laboratories has been a significant source of stimulation to research. Important gains have been made in acquiring specialized equipment and library facilities for research. Much remains to be done in this area.

During the next biennium the department expects to make it possible for graduate students to obtain the Ph.D. degree in four basic fields instead of the present limitation to organic and physical chemistry.

Present housing facilities are inadequate, but plans for a new laboratory have been drawn and it is expected that construction will be started in the near future.

Appointments during the biennium included Dr. Carsten H. Steffens, associate professor; and Dr. Guido H. Daub, assistant professor. Dr. Dale E. Stauffer, assistant professor, resigned.

ECONOMICS

The highlight of the biennium was the signing of a contract between the University of New Mexico and President Truman's Council of Economic Advisors for a program of research for the economic development of the Southwest. Dr. Nathaniel Wollman, associate professor of the department, was placed in charge of the program as executive secretary. Associated with him are outstanding economists from universities in Arkansas, Colorado, New Mexico, Texas, Oklahoma, and Louisiana. It is hoped the contract will be continued for a sufficient number of years to enable an adequate study to be produced.
Improvement of the curriculum was one of the principal interests of the department during the period covered by the report. Broadening of the offerings so as to more nearly approximate those suggested by the American Economic Association was accomplished. In the biennium ahead, the department hopes to complete a revised syllabus for Economics 51 and 52, which is expected to include changes substituting a variety of readings for the conventional text and utilization of field and laboratory projects. Professor Hamilton in 1950 was appointed chairman of the committee in charge of the successful integrated course in Introduction to Social Science in which the department cooperates. Economic theory has already been decided upon as the field of emphasis in the graduate program of the department. The department’s hypothesis is that mastery of theory will enable the student to grasp readily the applied fields.

A pleasant and unusual experience was the demand for copies of one of the master’s theses produced by a graduate student in the department, Louis Kurkrelmeyer’s Economics of the Potash Industry. A mimeographed edition of the thesis was soon exhausted, and it is to be made available soon for wider distribution by publication in the series of the Division of Government Research. Considerable outside interest has also been shown in Harlan Harrison’s thesis, Investment in Transportation, which has been reviewed in several national transportation magazines.

ENGLISH

Probably the most significant development in the department during the biennium was the establishment in September, 1949, of the English Workshop, which provides a remedial program in reading, spelling, grammar, and composition for the large number of freshmen who enter the University from the high schools each year with a basic deficiency in these disciplines. Mr. Kroft was appointed director of the program, and Mrs. Chievitz of the Bureau of Testing and Counseling has participated in planning and guiding the staff in techniques of remedial reading. Group teaching and personal tutoring characterize the methods of the Workshop. Remedial reading films and other audio-visual aids are used. Graduate Assistants and teaching assistants in the department, after instruction by the Workshop faculty and Mrs. Chievitz, assume most of the tutorial work. Thus a by-product of the Workshop is a type of teacher-training program for its graduate students and young teaching assistants and instructors. The results of the remedial program of the Workshop for the first year of its operation reveal that about 20 percent of the students assigned to it achieve an improvement sufficient to enable them to do passing college work. In the years ahead it is hoped this record can be improved.

In 1949 the first Conference on the Teaching of English was sponsored by the department for high school and college teachers. The conference is to be continued annually to discuss curricula and teaching problems common to both secondary
and higher education. Professor Kuntz served as chairman of the first conference and will also be in charge of the second one. The department sponsored in October, 1950, a poetry reading program on National Poetry Day on which 11 Southwestern poets appeared. Proceeds from the occasion were used toward a fund for annual poetry prizes for UNM students.

Unique in nature was the task assigned the department in 1950-51 of teaching English to 28 Okinawans brought to the United States by the Institute of International Education. Miss Kluckhohn of the department, who has a special interest in teaching English to foreigners, was in charge of the program assisted by Mr. Lueders. Results of their work gained the department praise from the Institute.

In 1950, the Colleges of Business Administration, Fine Arts, and Education made passing of the Sophomore English Proficiency Examination compulsory for graduation. The College of Arts and Sciences has had this requirement for some time. The examination is administered by the Counseling and Testing Services.

In the biennium ahead, broadening the program in general literature at the undergraduate level and strengthening the American Studies program at the graduate level, will receive much attention.

GEOGRAPHY (Division)

The Division of Geography was reactivated in September, 1949, primarily to meet the demand of students in Inter-American Affairs for courses in geography of Latin America. The need of general courses in geography for students preparing to be elementary teachers was also an important consideration. Mr. W. D. Kelley from Syracuse University was appointed as an assistant professor and given charge of the division. Under his direction the curriculum in geography has been broadened, and student response has been such as to indicate it will be well to provide a minor in geography in the next biennium.

Immediate needs of the division are permanently assigned quarters and increased funds for additional maps and library reference works.

GEOLoGy

During the biennium the Geology Department modified its curriculum by adding undergraduate courses in advanced field geology and interpretation of aerial photographs. Offerings on the graduate level were expanded by additions of courses in subsurface geology, regional tectonics, and advanced crystallography. The department still maintains close cooperation with the U. S. Geological Survey which is located on the campus. Many university geology students have been given part-time work with the Survey. Graduates from the Geology Department have continued to do better than average in securing employment.
In the period of 1946-1950 the Geology Department was the only department in the University whose seniors made scaled scores above 800 on the Graduate Record Examination. The department is one of only four at the University having fewer than 20 percent of their seniors with scaled scores below the national median of 500 on the advanced tests in their fields.

In 1949, Dr. Carl W. Beck received a grant of $4,500 from the Research Corporation by means of which x-ray and crystallographic equipment were obtained. During the biennium, Dr. Sherman A. Wengerd toured parts of the Midcontinent and Rocky Mountain regions as a Distinguished Lecturer for the American Association of Petroleum Geologists. Worthy of special notice in the research of the department is Dr. Vincent Kelley's study on Iron Ore Deposits in New Mexico, published in the University Geology series in 1949.

Dr. J. Paul Fitzsimmons, assistant professor, was appointed to the staff in September, 1949, and Mr. Robert A. Zeller, Jr. was appointed as instructor for the fall semester of 1950 in the absence of Dr. Stuart A. Northrop who was on sabbatical leave. Dr. Kelley served as acting head of the department in Dr. Northrop's absence, and as acting director of the Geology Museum.

Three objectives stand out in the plans of the department for the next biennium: (1) improvement and expansion of the graduate program; (2) further revision of the undergraduate curriculum; and (3) securing of a Geology Building.

THE GEOLOGY MUSEUM

The Museum is designed to supplement the instructional program of the Department of Geology and to serve the general public. Large numbers of students use the Museum daily in conjunction with their course work. In addition, a great many adults and groups of grade-school children visit the Museum each year.

During the biennium many new mineral, rock, and fossil specimens have been obtained as the result of collecting by the staff, its students and friends, and by purchases of selected material. Only a small proportion of the material in the possession of the department is on display in the Museum. Rotation of material through the Museum progresses slowly owing to the other duties of the staff.

The Museum has neither a separate staff nor a budget of its own. The various curatorial duties, including the research involved in the identification of minerals, rocks, and fossils, the cataloging of specimens, the preparation and installation of exhibits, and the conducting of groups through the Museum, are carried by staff members of the department in addition to their teaching program and research activities.

The stratigraphic and paleontologic series of exhibits in
the Museum consists of 728 labeled plaques and approximately 1,500 specimens. The systematic mineral series includes 675 labels and about 1,000 specimens. Approximately 50 specimens are included in the several exhibits of strategic minerals, fluorescent minerals, rocks, and meteorites.

During the past two years a large block of rock weighing about 1,000 pounds and containing enough bones for the reconstruction of a dinosaur was obtained by the Geology staff from near the Ghost Ranch at Abiquiu.

Don M. George, Jr. of Albuquerque has on display in the Museum a very outstanding collection of both cut and rough gem minerals. The display consists of 46 Riker mounts totaling 261 specimens. Each faceted stone has a corresponding uncut specimen.

The Museum is greatly in need of additional space and display cases as well as many specimens which are not represented and better specimens of some of those now on display.

GOVERNMENT AND CITIZENSHIP

Members of the faculty of the department have been active during the biennium in research, publication, and off-campus public service activities. In addition to the bulletins of the Division of Government Research, which are largely though not entirely the work of members of the department, a considerable number of studies have been published elsewhere in state, regional, and national publications. Of note among these was Dr. Irion's book, Public Opinion and Propaganda, published in 1950 by the Crowell Company of New York, which in the first year of its issuance was adopted as a text by 50 colleges and universities.

Of the more significant off-campus public service appointments given to staff members were those received by Dr. Westphal and Dr. Donnelly. Dr. Westphal served two terms in 1949-50 as Director of Studies for the National War College in Washington, D. C. Dr. Donnelly served in 1950 on the Board of Supervisors of the Princeton University Survey of the Department of Interior for President Truman's Committee on Administrative Management. Mr. Holmes of the department served on the technical staff of the Survey. In 1949, Dr. Donnelly was President of the Western Political Science Association, to which group the University was host in its 1949 convention.

In the summer of 1950, three members of the department taught in other universities, Dr. Irion at the University of Missouri, Dr. Judah at the City College of New York, and Dr. Donnelly at New York University. In the summer of 1949, Dr. Jorrin taught at the University of Wisconsin.

At the beginning of the biennium Dr. Howard J. McMurray, formerly of the University of Wisconsin, was appointed to the
headship of the department. In addition to his experience as a teacher, Dr. McMurray has also served in Congress. Mr. Rexroad was recalled to active duty in the armed forces in 1950.

Encouraging is the increasing number of recent graduates of the department who are entering public life as political leaders or in administrative positions. A considerable number have also continued their graduate work elsewhere on fellowships won as the result of their record in the department here. Among these are Oliver Payne, who received his M.A. in 1950, and who was granted a Fulbright award for study in England.

DIVISION OF RESEARCH OF THE DEPARTMENT OF GOVERNMENT

During the biennium the Division of Government Research under Jack E. Holmes, Director, has published seven studies in its printed series, and three others are now in the process of publication.

Publications during the biennium are:

- A Survey of Licensing in New Mexico, by Frederick C. Irion, October, 1949.
- The New Mexico Corporation Commission, by Frederick C. Irion, May, 1950.
- New Mexico's Proposed Pre-Primary Designating Convention, by Charles B. Judah and Oliver E. Payne, October, 1950.

Studies now undergoing printing include:

- The Potash Industry in New Mexico, by Louis Kurrelmeyer.
- New Mexico's Severance Tax System, by Frederick Blachly and Miriam Catman.
- The Commission Government of Albuquerque, by Dorothy I. Cline

In making its studies and arranging for their publication the Division of Research does not and cannot undertake to express University policy with regard to public questions. Each publication of the Division bears the following statement:

It is the policy of the Division to select for study contemporary subjects of importance to the people of the state, and to make the complete studies available to interested citizens and officials in New Mexico and elsewhere.

Care is taken in each study to gather facts with fullness and accuracy and to draw conclusions with impartiality. No conclusions concerning University policies or views are to be drawn from published studies. Opinions expressed in studies are those of the authors, who accept responsibility for them.
The faculty members associated with the Division are aware that their function is to inform public opinion rather than to attempt to form it. In this connection it is interesting to note that the Constitutional amendments bulletin which created so much discussion in the southeast quarter of the state resulted in a request by the people of the same community to undertake another study! The Division is happy to report that it has been able to fulfill the request. (The material referred to is the above noted study of the potash industry).

Typical of requests coming to the Division is one from the United States Bureau of the Census asking assistance of the Division's staff in the preparation of a description of local government reporting in New Mexico. A report is being prepared at the expense of the Census Bureau. Research is now being done on several other problems of concern to the citizens of New Mexico. Among these are a study of the methods used by several states of insuring state, city and county buildings and other properties; a survey of consumer legislation in New Mexico; and a preliminary study of electoral data. All of the publications issued during the period were discussed extensively by the press of the state and most have been used to a substantial degree by various community or civic organizations.

Several new exchange agreements were entered into with governmental research bureaus across the country and arrangements have been made with the University library for interlibrary exchange of publications. During the biennium the Division also turned over its library resources to the central library for maintenance and service.

There have been no changes in the personnel or principal functions of the Division. Most of the research work is done by members of the Department of Government but the contributions of other members of the social science departments of the University have been valuable.

As to the Division's policies, the report of the last biennium stated in part:

The Division is often asked to do special studies for public and private agencies or to provide consulting services. Most such requests are regretfully rejected. Full teaching loads of members of the Department of Government have limited the Division's development of this potentially wide field of service. Special studies have the inherent defect of appealing only to special or narrowly organized interests and they could easily dissipate the Division's time and resources. However, the Division might well be called upon to provide broader technical and research services to the policy forming agencies of state and local governments.

The Division is both pleased and embarrassed to note that it is indeed being called upon to provide research memoranda
for the policy forming agencies of state and local governments. At this writing several members of the 1951 legislature have requested assistance in finding and developing information on problems of interest to them. Such requests are difficult to refuse; they are also difficult to fulfill adequately since such research assignments must ordinarily be undertaken by a professorial staff which already has a full complement of duties. It is the recommendation of the Division that a way be found to place this service upon a formalized basis so that it will be equally available to all members of the legislature and the executive officers of the state.

HISTORY

The biennium saw continued emphasis on the doctoral program of the History Department. Library collections were strengthened by careful purchases here and abroad, distinguished visiting professors were added to the staff when the occasion permitted, and two of the regular staff took sabbatical leaves for study and research in their special areas of interest. Dr. Sacks spent the academic year 1949-50 in England continuing his work on Ramsay MacDonald, and Dr. Woodward went to Brazil and then later to Yale in 1950-51 to pursue studies in Latin-American history. In the summer of 1949, Dr. Russell, with the assistance of a grant from the Social Science Research Council, did research in medieval population in various western European countries.

After two decades of faithful service, Dr. Dargan retired from the staff in June, 1950, because of ill health. In retirement he is completing the second volume of his Guide to American Biography. Dr. G. W. Smith was appointed to the staff in American history, and Dr. Longhurst replaced Professor E. Lugo-Silva, who resigned.

In the immediate years ahead the department hopes to deepen rather than broaden the base of its graduate program, and to build up in cooperation with other departments of the institution the American Studies program. While carrying out these plans the department also expects to give the undergraduate program of teaching its proper share of attention.

SCHOOL OF INTER-AMERICAN AFFAIRS

Before, during, and after World war II area study programs developed at a great many American universities in response to the then current trends and military needs. Many of these, because they were hastily conceived to meet a temporary interest, have now withered and become moribund. Only those which were based on a permanent interest, have survived and grown. The program of the School of Inter-American Affairs of the University of New Mexico falls in the latter category. The proximity of our state to Mexico, the Spanish background of the state, and the training and genuine interest of a large part of the faculty in the civilization of Latin America, Spain, and Portugal, make the University a natural and logical place in which to emphasize inter-American studies.
The School of Inter-American Affairs continued during the biennium the sound and steady, though unspectacular, development it has enjoyed since its inception in 1941. Chief emphasis has been placed by its present director, Dr. Miguel Jorrín, a native Cuban, upon enriching the academic program of the School by stimulating the addition of important new courses to its curriculum.

Wilfred D. Kelley, whose training and special interests are in the physical and cultural geography of Latin America, was appointed to the staff during the biennium as an assistant professor of geography. Other departments in the College having an interest in the inter-American area also added members to their staff and enlarged their offerings substantially. Well known scholars who have made important contributions in various Hispanic specialties were brought to the campus as visiting professors during the summer sessions of 1949 and 1950. Among these were Aníbal Sánchez Reulet, an Argentine philosopher, on the staff of the Pan American Union; Arturo Torres-Ríoescó of the University of California at Berkeley; Enrique Noble of the University of Rochester; Nicholas J. Adams of the University of North Carolina; John T. Reed of the University of California at Los Angeles; Juan B. Rael of Stanford University; Renato Rosaldo of the University of Wisconsin; Isaac J. Cox of Northwestern University; and Madaline Nichols.

Two other developments have also contributed to strengthening the academic program of the School during the biennium—the establishment of a special library book fund, and the institution of a qualifying entrance examination for all candidates who apply for admission to do graduate work.

Regular activities of the School which were continued with success during the biennium include the publications program, the popular bi-weekly lecture series, the Film Study Society, which brings foreign films to the city, and the program which awards six scholarships to students from Latin American republics, and nine qualified students from New Mexico who expect to major in inter-American affairs. During the biennium 49 bachelors and six masters degrees were granted in the field of inter-American affairs.

Plans are now being made to enlarge the usefulness of the School by associating it closely with the so-called Point 4 program of the federal government, which calls for special training centers for American specialists who are to be sent to Latin American republics and for Latin Americans who are brought to the United States for training. Another program now in the beginning stage of development provides for the publication in the School's Inter-Americana Series of English translations of important Spanish and Portuguese publications. The first book in the program will be published in 1941 under a subsidy granted by the Pan American Union.

In 1949 one of the graduates of the School, Sam Schulman, received a signal honor in winning the Doherty Fellowship, which made it possible for him to spend a year in Chile and
Mexico on a research project. While most of the graduates of the School do not as yet seek employment in Latin America, an increasing number are finding positions in Washington and Latin America. As the prestige and influence of the School grow, and opportunities become more available, a greater number of students may be expected to find the Latin American area a field for satisfying as well as remunerative careers.

JOURNALISM

The Division of Journalism of the English Department was made a full-fledged department at the beginning of the biennium to provide professional training for students who wished to make newspaper work a career. Three experienced newspaper men constitute the faculty of the department, and their graduates have found ready employment in New Mexico and elsewhere.

In the summer of 1949 the Journalism Building was completed and the department moved into its new quarters. Here under a highly practical arrangement are housed all journalism instructional facilities (news, advertising, and photography rooms), faculty offices, the University Printing Plant, and the editorial and business offices of all student publications.

On being made a department the journalism curriculum was considerably expanded to provide for technical training in all basic phases of newspaper work on both large and small newspapers. However, because the department realized that a newspaper man must be as broadly educated as possible, three-fourths of his prescribed degree courses are those courses in the College of Arts and Sciences which aim to prepare a man to be an effective person and citizen in a free democracy.

A significant step in the biennium was appointment by the Board of Student Publications of a journalism faculty member as manager of student publications. The department continued its hands-off policy with respect to editorial operations of student publications, a traditional policy of the University.

During the summer of 1949, Mr. Rafferty, head of the department, was a visiting professor of journalism at the University of Minnesota. Professor Conger spent the summer of 1950 as copy editor of The Denver Post. Instructor Gillespie expects to resign from the staff at the close of Semester I, 1951, to assume an editorial position at Sandia Base. He joined the department in 1949. His successor will be William E. Hall, a newspaper man who received his M.A. degree from the Columbia University Graduate School of Journalism, and who in recent years has served as editor of The Alumnus, official alumni magazine of the University of New Mexico.

LIBRARY SCIENCE

During the biennium the status of Library Science has changed from that of a department to that of a division. At the time this change was made in September, 1950, all the courses in Library Science were moved to upper division status, open only to junior, senior, and graduate students. In
addition to course work, practical library experience is given students of the division in local public and school libraries and in the University curriculum laboratory. The primary objectives of the curriculum are the providing of a minimum training for New Mexico librarians and the preparing of students for entrance into graduate library schools. Only a minor in Library Science can be obtained at the University of New Mexico at present. Three students who completed their training in the division entered graduate library schools during the biennium.

Miss Wilma Loy Shelton, Librarian Emeritus, and Professor of Library Science, retired in June of 1950. David Otis Kelley, University Librarian, and Professor of Library Science, succeeded her. In September, 1950, Miss Luella Heimerdinger was added as instructor.

MATHEMATICS AND ASTRONOMY

Achievements of the Department of Mathematics and Astronomy during the biennium included the following: organization of placement tests and remedial courses designed to detect and overcome inadequacies in the mathematical preparation of students entering the University; improved coordination between the department and those colleges and departments for which it offers service courses; publication of research and expository articles in mathematics and of reviews of mathematical publications.

Plans for the next biennium include development of a program for undergraduate minors and majors in astronomy and meteoritics, including procurement of a students' observatory and other facilities essential for the proper teaching of courses in astronomy; organization and prosecution of research projects by each permanent member of the department.

During the biennium, Dr. A. W. Boldyreff and Mr. Walter Haas resigned to accept appointments in the A.E.C. at Sandia Base and at White Sands Proving Ground, respectively. New appointments made were Dr. Carleton Eugene Buell, associate professor; and Dr. James Wilson Beach, assistant professor.

MODERN LANGUAGES AND LITERATURES

During the biennium the department has endeavored to strengthen its course offerings on both the undergraduate and graduate levels. It has submitted its curriculum to scrutiny, eliminated certain courses, revised the content of others, and added new ones to meet apparent needs. To get a measure of its graduate offerings, the department made a study of the graduate curricula of several prominent language departments, and revised its curriculum somewhat as a result. The number of graduate students enrolled during the biennium averaged 30 each year, including 11 Ph.D. candidates in residence during the first semester of 1950-51.

Other matters worthy of notice have been: the improvement
of techniques in teaching pronunciation by audio-aids; the addition of a specialist, Dr. Raymond MacCurdy, in the field of Spanish Golden Age literature; the addition of Dr. Stephanie Lombardi in German; the granting of leaves of absence to four staff members to pursue work on the Ph.D.; the location at the University of the central office of the International Institute of Iberoamerican Literature, of which Dr. Lopes is president and Professor Nason secretary-treasurer; and the absorption of the Division of Classics as an administrative part of the Modern Language Department.

Plans have been made in the next biennium to increase facilities for oral language practice by having a Spanish house during summer sessions; to add a faculty member to teach additional advanced courses in French and Italian; to institute, perhaps, a program of Russian studies; and to broaden offerings in comparative literature. In August, 1951, the Modern Language Department will act as host to the international meeting of the Institute of Iberoamerican Literature.

In September, 1950, Dr. F. M. Kercheville, who had served 19 years as Head of the Department and under whose leadership the department had achieved a high reputation, resigned the headship and took annual leave to complete a number of literary studies in which he has been engaged for some time. He will return in September, 1951, to devote his time in the future to teaching and research. On Dr. Kercheville's resignation, Dr. MacCurdy was appointed acting head of the department.

PHILOSOPHY

Within the University during the past biennium the Philosophy Department has sponsored a movement which has sought greater emphasis in the curriculum on the humanities. Beginning in September, 1950, a full year course in humanities was instituted in the department and the large enrollment in the initial course indicated student interest in the approach. Eventually it is hoped other departments in allied areas will participate in the program on a systematized basis.

The department has encouraged the development of a New Mexico Philosophical Society which has met annually and has been attended by representatives from other state institutions of higher learning. During the summer of 1949, the Santa Fe meeting of the group was attended by three world-famous philosophers who read papers.

PHYSICS

During the past two years the attention of the staff of the Physics Department has been directed toward the implementation of new programs of study which were introduced in the years of 1946 and 1947. The enrollment of undergraduate and graduate majors in the Physics Department has shown a continuous increase. There are now 36 Physics majors in the Arts and Sciences College and there are 25 Physics majors in the Graduate School.
Much has been accomplished both in the regular graduate research program of the department as well as in atmospheric physics research sponsored by the United States Air Forces. This government agency has offered an additional contract covering the amount of $40,000 to pay for the continuation of this research program through August 31, 1952. Research Corporation has made a grant of an additional $1,500 toward the cosmic ray research in the Physics Department.

The department has established a high altitude observatory at an elevation of 9,200 feet in the Manzano Mountains. Most of the labor for the construction of this observatory has come from voluntary help on the part of students and staff members. The observatory is now used in connection with graduate studies involving cosmic radiation and other physical phenomena of cosmic origin.

During the first semester of 1949, the department sponsored a special lecture program which proved a great success. The lecturers were Dr. Darol Froman, Dr. Edward Teller, Dr. George Gamow, Dr. C. F. von Weizsaecker, Dr. Walter Roberts, and Dr. Sandoval Vallarta. They spoke, respectively, on The Fission Process, The Origin of Cosmic Rays, Explosion of Stars, The Origin of the Universe, Sun and Earth, and Heavy Nuclei in Cosmic Rays.

The principal appointment to the staff in the biennium was that of Dr. John R. Green from the University of California at Berkeley, assistant professor, who replaced Dr. Stephen S. Friedland, assistant professor, who resigned. Part-time instructors who resigned were Mr. Raymond Grenchik, Mr. Lewis D. Kaplan, Mr. David Pomeroy, and Mr. Frederick H. Martens, a research associate. Mr. Grenchik rejoined the staff on a temporary basis for 1950-51.

Need for additional space continues to be the most pressing need of the department in the biennium ahead.

**PSYCHOLOGY**

Two new assistant professors have been added to the staff of the department since the last biennial report: Mr. George Johnson from Syracuse University whose fields are child and educational psychology, and Dr. Ralph Norman from Ohio State University, an experienced clinical psychologist. Mr. David Benedetti, instructor, was granted a leave of absence for 1950-51 to continue study for the doctor's degree at the University of Colorado. Mr. Joseph Rigney, who is a doctoral candidate at the University of Southern California, was employed to replace Benedetti during his absence. Mr. Keston and Mr. Utter, assistant professors, each received the Ph.D. degree during the biennium, Keston at Minnesota and Utter at the University of California at Los Angeles.

Student enrollments in psychology continue to be large. The department is desirous of expanding its program to include a psychological clinic, both for the welfare of the state and
for the training of students in this greatly expanding field of opportunity. When the establishment of such a clinic is possible, the addition of staff necessary for it should contribute toward a better developed program, especially for graduate students. At present, the department can only offer an advanced program in general psychology.

SOCIOLOGY

Much off campus activity has characterized the work of members of the Sociology Department during the biennium. During 1948 and 1949 Professor Saunders conducted under joint auspices of the General Education Board and the University of Texas a research program centering in the Spanish-speaking population of the lower Rio Grande area in Texas. Professor Paul Walter, Jr. taught in the summer session at Stanford University in 1949 and at Pennsylvania State College in 1950. He has been granted sabbatical leave the second semester of the current academic year to devote his time to field research in New Mexico. In 1949 Professor Walter published an introductory textbook, *The Social Sciences*, which has been widely adopted by American colleges. Professor Helen Ellis has served in the biennium on the board of directors of the National Association of Schools of Social Work Administration, and spent a part of the summer of 1950 attending the International Social Welfare Conference in Paris.

Beginning in September, 1951, Professor Saunders will be on leave of absence, this time on loan to the Medical School of the University of Colorado to assist in research there.

SPEECH

The Division of Speech of the English Department was elevated to the status of a separate department during the biennium, and authorized to institute a graduate program leading to the M.S. degree. At the time this step was taken, the Speech faculty was strengthened for its increased responsibilities. Dr. Wayne C. Eubank of the University of Florida was named head of the new department, and later Dr. James H. McBath of Northwestern University was appointed assistant professor and director of debate. Two temporary instructors, Miss Law and Mrs. Gene Ad. s., resigned. With the beginning of the next biennium five of the six members of the Speech staff will have their doctorate; at the beginning of the present biennium only two of the staff held Ph.D.'s.

Along with the improvement in the training of the staff during the biennium occurred a reorganization of the Speech curriculum. The program of requiring all Freshmen and transfer students to take tests to discover speech defects was continued and students needing remedial work were assigned to a course particularly designed to help them. The State Forensic Meet for high school students held in the spring of each year continued to grow and doubled its enrollment in the biennium. During the summer of 1949 a Speech Institute was begun and high school students from in and out of state were afforded
three weeks intensive training in public speaking, debate, discussion, interpretation, and radio.

Plans for the immediate future call for the establishment of an Out-Patient Clinic in speech correction. Such a clinic will provide a laboratory in which the graduate students can gain experience in speech correction techniques and afford a service to the community by providing remedial work for persons especially children, with speech handicaps.
PUBLICATIONS, RESEARCH, PROFESSIONAL ACTIVITIES

Part III

DEPARTMENT OF ANTHROPOLOGY

Publications


National and Regional Offices, Memberships, Etc.

Hibben, official representative, United States Department of State, to the Scientific Congress, Geneva, Switzerland.

Hill, member, Personnel Committee, Social Science Research Council; member, Executive Board of the American Anthropological Association; chairman, Policy Committee of the American Folklore Society.

Newman, member, Joint Committee of American Native Languages of the American Council of Learned Societies.

Reiter, assistant editor, American Antiquity.

Spier, editor, Frederick Webb Hodge Anniversary Series; editor, Southwestern Journal of Anthropology.

Professional Papers Read

Hawley, "To Vote or Not to Vote, the Indian's Question," New Mexico Academy of Science, October, 1949; "Cultural Patterns of the Southwest," Rocky Mountain Regional Rural Life and Education Conference, Albuquerque, April, 1949.


DEPARTMENT OF BIOLOGY

Publications

Castetter, Primitive Indian Subsistence on the Lower Colorado River (University of New Mexico Press, 1950), 400 pp. (with W. H. Bell).


National and Regional Offices, Memberships, Etc.

Castetter, President, New Mexico Academy of Science, 1948-49.

Hoff, President, New Mexico Academy of Science, 1949-50.

Professional Papers Read

Dittmer, "Roots and Root Hairs of Several Gymnosperm Seedlings" (with Justin H. Reinhart,)Southwestern Division of the American Association for the Advancement of Science, Alpine, Texas, May, 1949; "The Significance of Soil Fungi as Symbionts," New Mexico Academy of Science, Albuquerque, October, 1950; "Lawn Problems of the Southwest," Southwestern Division of the American Association for the Advancement of Science, Flagstaff, Arizona, May, 1950.


Hoff, "A Comparison of Small Mammals and Soil Invertebrates of Aspen Groves and Coniferous Forests," Southwestern Division of the American Association for the Advancement of Science, Flagstaff, Arizona, May, 1950; "Observations on the


Resignations

Mr. Joe Stratton, instructor, June, 1949.

DEPARTMENT OF CHEMISTRY

Publications

- Gibson, "Julienne Canned Cling Peaches," The Canner, June 24, 1950, pp. 16-17 (with W. V. Cruess).


Professional Papers Read

Kahn, "Enrichment of Antimony Activity through the Szilard-Chalmers Separation," New Mexico Academy of Science, October, 1949, Albuquerque.


Steffens, "Visibility and Air Pollution," National Air Pollution Symposium, November, 1949, Pasadena, California.


DEPARTMENT OF ECONOMICS

Publications


Harrison, Investment in Transportation, (University of New Mexico, Department of Economics, 1950), 133 pp., mimeographed.

Kurrelmeyer, Recent Developments in the Economics of the Potash Industry, with Particular Reference to Carlsbad, New Mexico, (University of New Mexico, Department of Economics, 1950), 108 pp., mimeographed.

Wollman, Patterns in New Mexico State Finance, (University of New Mexico, Bureau of Business Research, 1950), 37 pp. (with Ralph L. Edgel); An Appraisal of New Mexico Labor Legislation,
(University of New Mexico, Division of Government Research, 1950), 65 pp.

Professional Papers Read


Duncan, "Transportation Policy for an Expanding Economy," Southwestern Social Science Association, April, 1950, Houston, Texas; also before the Pan American Railway Congress, October, 1950, Mexico City.

DEPARTMENT OF ENGLISH

Publications


Crowell, "Cave Canem," The New Mexico Quarterly Review, Spring, 1949, pp. 90-111. This story was judged one of "the distinctive short stories of 1949" in Martha Foley's Best Short Stories of 1949.


November, 1950, pp. 491-492.


Completed Research Projects

The English Department is cooperating with the New Mexico Folklore Society in compiling a New Mexico Place-Name Dictionary, assisted by grants-in-aid from the University Research Committee. The First Collection of the New Mexico Place-Name Dictionary appeared in May, 1949, and consisted of some 350 place-names. The Second Collection appeared on May 13, 1950, and added 251 names for places drawn chiefly from Spanish families or from the Saints of the Church. The two collections are available in two mimeographed pamphlets of 30 pages each.

National and Regional Offices, Memberships, Etc.


Arms, co-editor of The Explicator; Associate editor of The New Mexico Quarterly; Editorial adviser of College English; and supervising committee of the English Institute.

Baughman, member of 3 Council of the American Folklore Society; secretary-treasurer, New Mexico Folklore Society.

Kuntz, contributing editor, the Explicator Checklist.

Pearce, member of The Commission on Trends in American Education, Modern Language Association, for 1951-53; Director, College English Association, 1950; Associate editor, Western Folklore; and Editor, New Mexico Folklore Record, Volume IV, 1950.
Professional Papers Read


Resignations

Mrs. Helen Haight, Mrs. B. T. Fitzhugh, Miss Gerry Richards, and Mr. Kenneth Lash.

DEPARTMENT OF GEOLOGY

Publications


National and Regional Offices, Memberships, Etc.

Beck, councilor of the Meteoritical Society for 1950-54 term.
Kelley, director and vice-president, 1949-50, of the New Mexico Miners and Prospectors Association.
Northrop, state collaborator in seismology, U. S. Coast and Geodetic Survey; president, New Mexico Geological Society, 1949-50.
Wengerd, commanding officer, U. S. Naval Research Reserve Unit 8-7, New Mexico, 1949-50; member of the Geological Manuscript Review Committee, Department of Training Publications, U. S. Army Engineers.

Professional Papers Read

Kelley, Geological Society of America, Rocky Mountain Section, April, 1950, Denver.
Wengerd, American Association of Petroleum Geologists National Meeting of the Society of Economic Paleontologists and Mineralogists, March, 1949, St. Louis, Missouri; Regional Meeting on Education in Photogrammetry, October, 1949, Denver.

DEPARTMENT OF GOVERNMENT AND CITIZENSHIP

Publications


Judah, "The 1948 Elections in New Mexico," Western Political Quarterly, March, 1949, pp. 115-119 (with Thomas C. Donnelly); The Republican Party in New Mexico (Division of Government Research, 1949), 37 pp.; New Mexico's Proposed Pre-Primary Designating Convention (Division of Government Research, 1950), 29 pp. (with Oliver Payne); Arthur T. Hannett, Governor of New Mexico (Division of Government Research, 1950), 34 pp. (with Robert Thompson).

National and Regional Offices, Memberships, Etc.

Cline, member, New Mexico State Housing Board; member, Albuquerque Rent Advisory Board.

Donnelly, member, Board of Editors, Western Political Quarterly.


Westphal, member, Executive Council, American Society of International Law; member, Council on Foreign Relations.

Professional Papers Read


McMurray, Participant, Brookings Institute Seminar on Foreign Policy, August-September, 1950, Denver, Colorado.

Westphal, Participant, Brookings Institute Seminar on Foreign Policy, 1949, Palo Alto, California.

DEPARTMENT OF HISTORY

Publications


Longhurst, Erasmus and the Spanish Inquisition: the Case of Juan de Valdés (University of New Mexico Publications in History, 1950) 114 pp.


Sacks, Teaching Bibliography for Great Britain and the British Empire since 1815 (University of New Mexico Press, 1949), 111 pp.


Woodward, "Francisco de Miranda in Russia," The Americas, April, 1950, pp. 431-449 (with Joseph O. Baylen).

National and Regional Offices, Memberships, Etc.

Sacks, member of Council of the Pacific Coast Branch, American Historical Association.


Professional Papers Read


Smith, "Trade and Politics: Secretary Chase's Regulation of Commerce in the Mississippi Valley, 1861-1864," Mississippi Valley Historical Association, April, 1950, Oklahoma City.

Foreign Travel and Study

Scholes, summer of 1949, attendance at First Congress of Historians of Mexico and the United States, Monterrey, Mexico, and research at Mexico City.

New Appointments

Isaac J. Cox, Professor of History, for Semester II, 1949-50; Madaline W. Nichols, Professor of History, for Semester I, 1950-51; and Davidson D. McKibbin, Assistant Professor of History, for Semester II, 1949-50.

SCHOOL OF INTER-AMERICAN AFFAIRS

Publications


Professional Papers Read


Visiting Professorships

Jorrín, University of Wisconsin, Summer of 1949.

DEPARTMENT OF JOURNALISM

Publications

DEPARTMENT OF MATHEMATICS AND ASTRONOMY

Publications


National and Regional Offices, Memberships, Etc.

Boldyreff, Vice-President and President, Southwestern Section, Mathematical Association of America.
Buell, Councilor, American Meteorological Society.
Haas, Director, Association of Lunar and Planetary Observers.

Hendrickson, elected Travelling Lecturer for 1950-52 by the Southwestern section of the Mathematical Association of America.
LaPaz, member, International Astronomical Union (Committee 22); reappointed Representative of the Meteoritical Society in the National Council of the American Association for the Advancement of Science, 1949; member of Section A (Mathematics) Committee of the American Association for the Advancement of Science, 1949.

Professional Papers Read

Beach, "Statistics in the University Curriculum," Southwestern Section of the Mathematical Association of America, April, 1950, Flagstaff, Arizona.


LaPaz, "An Inverse Problem of the Calculus of Variations for Multiple Integrals," April, 1950, Flagstaff; "The Barringer (Canyon Diablo) and Odessa Meteorite Craters," Physical Sciences Section, American Association for the Advancement of Science (Southwestern Division), May, 1950, Flagstaff.

DEPARTMENT OF MODERN LANGUAGES AND LITERATURES

Publications


De Jongh, Western Language Manuals of the Renaissance (University of New Mexico Publications in Language and Literature, 1949), 46 pp.


Sender, Florence Hall, Translator of the English articles by Ramón Sender listed herein, with the exception of the first one.


Professional Papers Read


Foreign Travel and Study

DeJongh, attended McGill University, Montreal, Canada, French Summer School, 1950. Wallis, State Department Fellowship to Brazil; Post-Doctoral Fellowship in Comparative Literature at Yale, 1949-50.

Resignations

Rosalyn Campbell Mason, Assistant Professor, and William H. Adamson, temporary Instructor of French, June, 1950.

New Appointments

Miss Julia Bramlage, temporary Instructor in Spanish, 1949; Dr. Rolf O. Hubbe, Assistant Professor of Classics, 1950.

DEPARTMENT OF PHILOSOPHY

Publications


National and Regional Offices, Memberships, Etc.

Alexander, Vice President, Southwestern Philosophical Conference, 1949.

Bahm, President, New Mexico Philosophical Society, 1949-50; Appointed Associate Editor, The Humanist, in 1950.

Professional Papers Read

Alexander, "Role of Philosophy in American Education," Southwestern Philosophical Conference, December, 1949; "Science
and its Presuppositions," Third Inter-American Congress of Philosophy, January, 1950, Mexico City.

DEPARTMENT OF PHYSICS

Publications


Professional Papers Read


Foreign Travel and Study

Breiland, travel in Europe, Summer, 1949.
Regener, Air Force mission to southwestern Germany, Summer, 1949.

DEPARTMENT OF PSYCHOLOGY

Publications


National and Regional Offices, Memberships, Etc.

Johnson, responsible for abstracting articles in child and adolescent psychology for Psychological Abstracts.
Utter, Research Associate, Marketing and Social Research Division, Psychological Corporation, beginning September, 1950.

Professional Papers Read

Kesten, "An Experimental Evaluation of Two Different Methods of Teaching Music Appreciation," American Psychological Association Convention, September, 1949, Denver, Colorado;

DEPARTMENT OF SOCIOLOGY

Publications


Professional Papers Read


DEPARTMENT OF SPEECH

Publications

Chreist, "Beware the Label," The Speaker, Spring, 1950.

Completed Research Projects

Chreist, "A Handbook of Remedial Speech," (Prepared by the Speech and Hearing Laboratory of the University of New Mexico and published in cooperation with The New Mexico Society for Crippled Children and Adults) October, 1949.

National and Regional Offices, Memberships, Etc.

Allen, Board of Directors, American Folklore Society, 1950-52; President, Rocky Mountain Division, National Association of Educational Broadcasters, 1950-51; President, New Mexico State Speech Association, 1950.
Eubank, Third Vice President, Southern Speech Association, 1948-49; First Vice President, Tau Kappa Alpha (National Forensic Fraternity), 1950-52; Vice President, American Forensic Association, 1950-52.

Professional Papers Read

Chreist, "Some Problems of Phonetic Discrimination in Relation to Language Background," Western Speech Association, November, 1949, San Jose, California; "What Are We Getting at When We're Getting at Stuttering," Western Speech Association, November, 1950, Santa Barbara, California.
During the biennium the three principal purposes of the General College have remained the same; namely, (1) to provide an opportunity to students who either do not expect or who are unable to attend the University for more than one or two years, to take an unrestricted curriculum on the lower division level; (2) to provide a choice of several two-year terminal, semi-professional, and pre-professional curricula; (3) to give certain students, who have made a grade-point average of less than one but not less than two-thirds in one of the four year colleges of the University, a chance for further adjustment in a new program.

More and more, all colleges of the University are attempting by proper counseling to guide students without adequate academic background or vocational objective into the General College, where opportunity is provided for a slower adjustment to the pressure of college work. In this College, we can offer more general education experiences and concentrate on finding the best future for each student.

On the other hand, a considerable number of able and well-prepared students select the General College because of its several two-year terminal, semi-professional, and pre-professional curricula. These courses lead to vocational opportunities or to further professional training.

Since the academic standard of the General College is two-thirds points for each course hour attempted and all other colleges of the University have a one-point standard, the General College does provide a second opportunity for lower-division students to find a field better suited to their interests and academic aptitudes.

Naturally, the above fact affects the over-all scholarship index of the College, but - and this is important - during the four semesters of the biennium we have had 61 students listed on our honor rolls, consisting of students with averages of B or better.

Student enrollment in the General College has remained comparatively constant over the past two years although the chart which follows shows some natural fluctuation and a decided increase for the first semester of 1950-51.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment</td>
<td>4921</td>
<td>4514</td>
<td>4795</td>
</tr>
<tr>
<td>% of Enrollment</td>
<td>332</td>
<td>345</td>
<td>315</td>
</tr>
</tbody>
</table>

6.7 7.6 6.2 6.9 8.3
### COMPARATIVE SUSPENSION AND PROBATION FIGURES
#### GENERAL COLLEGE
#### 1948-1949

<table>
<thead>
<tr>
<th>Enrollment</th>
<th>1st Sem.</th>
<th>2nd Sem.</th>
<th>S. S.</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No.</td>
<td>%</td>
<td>No.</td>
<td>%</td>
</tr>
<tr>
<td>Probation:</td>
<td>120</td>
<td>34.09</td>
<td>49</td>
<td>14.20</td>
</tr>
<tr>
<td>Suspension from University:</td>
<td>39</td>
<td>11.08</td>
<td>67</td>
<td>19.42</td>
</tr>
<tr>
<td>Released from Probation:</td>
<td>31</td>
<td>8.81</td>
<td>21</td>
<td>6.09</td>
</tr>
</tbody>
</table>

#### 1949-1950

<table>
<thead>
<tr>
<th>Enrollment</th>
<th>1st Sem.</th>
<th>2nd Sem.</th>
<th>S. S.</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No.</td>
<td>%</td>
<td>No.</td>
<td>%</td>
</tr>
<tr>
<td>Probation:</td>
<td>100</td>
<td>30.17</td>
<td>53</td>
<td>17.09</td>
</tr>
<tr>
<td>Suspension from University:</td>
<td>30</td>
<td>9.52</td>
<td>48</td>
<td>15.48</td>
</tr>
<tr>
<td>Released from Probation:</td>
<td>24</td>
<td>7.62</td>
<td>25</td>
<td>8.06</td>
</tr>
</tbody>
</table>

*The table shows comparative figures on probation and suspension from the General College for the two years of the biennium. It is significant that the percentage of students suspended from the College decreased in 1949-50 over the preceding year and that there was a percentage increase in the number of students released from probation in the school year 1949-50.*
It is the policy of the College to award General College diplomas to all students completing 64 hours of academic work with a satisfactory grade-point average. During the two years of this report, 134 such diplomas were issued by the Dean's office.

One of the most significant changes made in the last year involved the student advisement policy of the College. Every new Freshman is now assigned to a trained faculty adviser for counseling purposes. Every attempt is made to establish a bond of friendliness and helpfulness between students and faculty. The adviser gives aid in registration, academic, social and personal problems, and in other possible ways seeks to pave the way for the student's satisfactory college adjustment.

The faculty committee of the General College, under the chairmanship of Dr. Harold O. Ried, Assistant Dean, has during the biennium studied ways and means of furthering the development of the College. The general feeling persists that the purposes of the College are being adequately met.

As a policy, students in the General College are allowed to carry only lower-division courses, but in order to meet better the needs of certain pre-professional students, the faculty committee has now authorized the Dean's office to give special permission to these students to carry upper-division courses. This is a progressive step designed to better meet one of the basic purposes of the College.

In conclusion, I believe the biennium has brought a greater realization of the value of the General College in meeting the needs of a large group of students. I also believe that the faculty is now more conscious of the place of the General College in the over-all program of the University of New Mexico, and with this consciousness will come a gradual improvement in the practical usefulness of the General College.
COLLEGE OF BUSINESS ADMINISTRATION

Biennial report - December 1, 1950

The College of Business Administration has completed its third year as a separate college, and is now into the first semester of its fourth year. During the past two years it has strengthened its faculty, has made additions and changes in its course offerings, has added considerably to library materials, has purchased much needed physical equipment, and its faculty and the Dean's office has become more adequately provided with office space.

Enrollment. The peak of enrollment came in 1948 with 685 at the beginning of the fall semester. In 1949 this figure was 642 and in 1950 (the present semester) the enrollment is 563. The slump in enrollment may be attributed, in the main, to two sets of factors, one general to the university and the other special to the college. The general factor is the decrease in university enrollment. The special cause is the fact that the college enrollment is predominately male (approximately 90%) and is therefore more subject to decrease because of the declining veteran enrollment and also to the effects of the national defense efforts either by voluntary enlistments or to the draft of the armed services. If the present defense efforts continues, or increases as it seems likely, further decreases may be expected. A practical effect
of the decreased enrollment has been the decrease in the size of most classes, which, in many instances at least, has improved the quality of instruction. From what data that are available it appears that in the nation as a whole enrollments in "men's" colleges are off proportionally more than in over-all university enrollments.

Faculty changes. The faculty of the College of Business Administration has been strengthened during the last two years by the addition of Professor Don Fellows in Marketing, Professor D. M. Smith, Jr., in Accounting, Instructor Kay Hafen in secretarial-office training, and Instructor Frederick G. Comstock in Accounting. Professor Fellows came to us from the University of Wisconsin, where for many years he was in charge of the work in the field of marketing in that institution. Professor Smith came to us from Louisiana State University where he taught accounting for a number of years. Previous to his teaching experience Professor Smith had many years of successful business experience in the accounting field. The addition of Fellows and Smith adds strength especially to the graduate program in the two fields of their special training, as well as to the determination of policy matters of the college, and to the University. The faculty of the college now number fourteen full time people and two part time. The two part time instructors are employed the balance of their time in the Bureau of Business Research.
Two instructors in Accounting, Instructor (Mrs.) Ruth Davies and part-time Assistant Professor (Mrs.) Delight E. Dixon, were not rehired for 1950, partly because of the employment of Professor Smith and partly because of the anticipated decrease in enrollment (which occurred, incidentally). Both Mrs. Davies and Mrs. Dixon were competent instructors, and might be rehired if conditions justified, perhaps on a temporary basis if some of the regular staff were called into the service.

Curricular changes. When the college was established in 1947 it was recognized that during a year or two there would be additions and changes in the various concentrations as experience dictated and as new faculty members were added. During the past two years this process has taken place, and while a standing Curricula Committee of the college reviews the total offerings once every year, it is now believed that the present offerings will remain much as they are for some time to come. It is recognized, of course, that any college must continuously keep in mind the needs of students in the light of changing economic and business conditions and make such adjustments in its program as to meet these conditions.

During the last two years the greatest change has been in the Marketing Concentration. Under the leadership of Professor Follows a number of new courses have been added in order to give a more rounded program in this field.
other concentrations certain changes have been made, such as several additions, deletions and combinations of courses and changes in course levels, which has had the effect of more nearly achieving the objectives of the various programs. No additional concentrations have been added since the college was first established, and none are being considered at the present time.

Of the 233 students who have received the B.B.A. degree from the College in the first three years of its existence the Concentrations of the graduates have been as follows:

<table>
<thead>
<tr>
<th>Concentration</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Business</td>
<td>87</td>
</tr>
<tr>
<td>Accounting</td>
<td>90</td>
</tr>
<tr>
<td>Finance</td>
<td>25</td>
</tr>
<tr>
<td>Secretarial-Office Training</td>
<td>4</td>
</tr>
<tr>
<td>Marketing</td>
<td>53</td>
</tr>
<tr>
<td>Industrial Administration</td>
<td>24</td>
</tr>
</tbody>
</table>

The general course requirements, taken largely during the first two years of the student’s college career, remain the same as they were when the college was first established.

A number of courses at the graduate level have been added, including seminars ("200" courses). There has been some tightening of the requirement for the degree of Master of Business Administration. The college has its committee on graduate studies which operates within the framework of the rules and policies of the University Graduate Committee.

Accounting testing program. Beginning in the spring term of 1949-50 the college has inaugurated an accounting
testing program under the guidance of Frederic C. Comstock. The tests given to students in the accounting courses are national in scope and are devised by the American Institute of Accountants in cooperation with the accounting profession. A series of tests are given which are designed to measure interest and aptitude for the accounting profession as well as achievement in the subject, all of which are compared to norms established by a special committee of the American Institute of Accountants. The objectives of the tests are to provide a three fold service: (1) to offer guidance to the individual student as to the likelihood of his success as an accountant, (2) to present data to the faculty as to the adequacy of the instructional program in accounting, and (3) to provide factual information on each student to the College and to the central office of the American Institute of Accountants for the purpose of placing such students in accounting positions throughout the country.

Approximately 100 universities and colleges throughout the country are now participating in the program along with perhaps a greater number of public accounting firms. It may be several years before a complete evaluation of the program as it concerns the College of Business Administration at the University of New Mexico may be formulated but the result of the first year's testing already has had its influence on the instruction of freshman accounting. For the students who had
completed one year of accounting, the achievement test showed that New Mexico ranked 60 out of 95 participating colleges. Our accounting faculty concluded that our students should rank higher than this and have taken steps to improve the teaching of the beginning course. Our second year students did much better, ranking fourth out of thirty four participating colleges. The results on the interest and aptitude tests are now being used for individual student guidance.

An achievement test will be taken by graduating seniors in the spring of 1951, the results of which will be used by the College as well as by the central office of the American Institute of Accountants for placement purposes. Thus the third objective of the program must wait the senior tests; the first two objectives already are being met.

Faculty activities. In addition to the normal duties of teaching, counseling, committee work, etc., members of the faculty have engaged in various activities which have increased their value to the College as well as to their own professional status.

Associate Professor Parish completed the work for the Doctor of Commercial Science at Harvard and the degree was conferred in March 1950. He has received a $3,000 grant from the Business History Foundation, and, under this grant, is currently doing research on a history of the Charles Ilfeld Company.
Assistant Professor Harnoyer received the certificate of Certified Public Accountant in May of 1950. With the receipt of this certificate four of the five accounting teachers hold the C.P.A. certificate, and the fifth instructor, Mr. Comstock, has been conditioned in three of the four parts of the examination.

In addition to being conditioned in all but one part of the C.P.A. examination, a part in which he has already repeated and is now waiting the result, Instructor Comstock has spent a summer session at the University of Texas as a start toward the Ph.D. He is currently taking a course in economic history at the University of New Mexico which will count toward the degree at the University of Texas.

Associate Professor Smith, Jr., a new instructor, is completing his course work for the Ph.D. degree at Louisiana State University by taking a course in the History of Economic Thought at the University of New Mexico. He received the C.P.A. certificate several years ago.

Instructor Kay Hafon received his Master's degree in 1949. He plans to start work for a Doctor's degree soon.

Assistant Professor Eva Israel had leave in 1948-49 to work for the Ph.D. at Ohio State University, and in the summer session 1950 completed all work for the degree with the exception of the thesis.
Associate Professor Evans has passed two parts of the examination for Chartered Life Underwriters (C.L.U.) and will take the examination over the remaining three parts in the near future. The C.L.U. in the insurance field carries somewhat the same significance as the C.P.A. does in the field of accounting.

Assistant Professor Damgaard took work at Stanford University during the summer of 1950, and at the end of the session was admitted to candidacy for the Ph.D. in Economics.

Instructor Allan C. Carpy, who teaches half time, is currently on leave and is working on his Ph.D. degree in Economics and Statistics at the University of Texas. His classes are being taught by Instructor Edward L. Hauswald.

The faculty have engaged in other activities which are worthy of note. Several articles have been published by members of the faculty, but the most significant publications have appeared as the result of the activity of the Bureau of Business Research. The Bureau's activities are covered in a separate report. A number have had articles accepted by publishers, and several faculty members have research projects under way. Mrs. Reva was elected vice-president of the local Albuquerque chapter of the National Office Managers Association, and is in line for the office of the president. Mr. Damgaard was chairman of the committee on arrangement for two conferences held on the campus during the summer of 1949. One of these
conferences was on Industrial Development and the other on Labor and Industry, and both were participated in by state and national figures. For two years Mr. Dunbar has been instrumental in securing an exhibit and a week-long demonstration to students in accounting of accounting machines supplied by a national manufacturer of such machines. During the past two years the faculty have given about the usual number of talks and speeches to various groups in the community. Also about the same amount of consultative work of various kinds has been undertaken with outside individuals and businesses. Such outside activity is valuable to the teaching staff and is encouraged so long as it does not interfere with regular duties.

**Plans and prospects.** In general, it appears that the next few years will be a period of coordinating and consolidating the position at which we have arrived over the past few years. The future is always uncertain, but special uncertainties at the present time center about the international situation. One thing does seem certain for the immediate years ahead, and that is college enrollments will be off, and that predominately "men's" colleges, such as Colleges of Business Administration, will be off more than for college enrollment in general. Of course declines will not be uniform from institution to institution as local conditions, population trends and the like, will have their influence. In planning at the University of New Mexico, however, it would be dangerous
to assume that local conditions in Albuquerque or in the state will be such as to cause an increase, or to prevent a decline, in enrollment in the face of an apparent decline in national figures.

It should also be kept in mind in planning that enrollments in all likelihood will return in the somewhat more distant future to the level of the recent peak, and may even exceed that level.

In light of these considerations a number of things can be done: (1) reduce staff somewhat in the next year or two preferably by granting leaves of one sort or another for periods of a semester or a year, or in some instances perhaps even longer than a year; (2) keep on the payroll in any event the "key" people to carry on the basic work; (3) retain in one form or another — through leave or payroll etc. — all competent and promising members of the staff whether or not in "key" positions for the time when enrollment will again be at a high level; (4) make such equitable adjustments in course offerings and teaching loads as to meet the immediate situation.

In all likelihood a number of the staff of the College of Business Administration will ask for leaves of absence in the next year or two in order to study elsewhere for advanced degrees. A lesser number will probably ask for Sabbatical leaves. In such manner it is hoped that it will be possible to reduce the staff in the next few years and at the same time
have a better trained staff for the future. Another factor that may reduce staff is the induction of members into the armed forces. Four members at present are reservists in the armed services.

As for equipment and facilities the College is fairly well supplied at present, and no large expenditures are anticipated in the next two years. During the last two years machines have been purchased for the work in statistics; new typewriters and tables have been obtained for the work in business education; and tables and chairs have arrived to equip two or three rooms for the accounting classes. It appears that expenditures for equipment in the main will cover normal replacements, such as the wearing out of typewriters. (Our plan on typewriters is to replace one-third, or ten, every year.) Expenditures for supplies should remain about the same, because, while fewer supplies may be needed the cost of them has risen.

Expenditures for books and periodicals should not decrease but should increase if possible. We should continue to build up our book collection, even to a greater extent than we have in the past. In addition, books and periodicals are costing more money.

Submitted by

Vernon G. Sorrell, Dean
College of Business Administration
THE COLLEGE OF EDUCATION
S. P. Nanninga, Dean

The College of Education has had a substantial increase in enrollment since the last biennium. The total enrollment during the last year of the 1946-48 biennium was 602 as compared to 689 for the 1948-50 biennium. The two years of the past biennium show an enrollment by semesters as follows:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Men</th>
<th>Women</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester I, 1948-49</td>
<td>317</td>
<td>285</td>
<td>602</td>
</tr>
<tr>
<td>Semester II, 1948-49</td>
<td>331</td>
<td>291</td>
<td>622</td>
</tr>
<tr>
<td>Semester I, 1949-50</td>
<td>349</td>
<td>368</td>
<td>717</td>
</tr>
<tr>
<td>Semester II, 1949-50</td>
<td>339</td>
<td>350</td>
<td>689</td>
</tr>
</tbody>
</table>

The degrees conferred to College of Education graduates during the biennium are listed below:

<table>
<thead>
<tr>
<th>Date</th>
<th>B. A. in Ed.</th>
<th>B. S. in Ed.</th>
<th>B. S. in H &amp; P E</th>
<th>B. S. in I. A.</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 6, 1949</td>
<td>61</td>
<td>39</td>
<td>17</td>
<td>2</td>
<td>119</td>
</tr>
<tr>
<td>June 5, 1950</td>
<td>110</td>
<td>53</td>
<td>23</td>
<td>4</td>
<td>190</td>
</tr>
<tr>
<td>TOTAL</td>
<td>171</td>
<td>92</td>
<td>40</td>
<td>6</td>
<td>309</td>
</tr>
</tbody>
</table>

More men have registered in the College of Education since the War and the enrollment of men and women is as follows:

Men: 338
Women: 378
Total: 716
The enrollment by classes for Semester I, 1950-51 is as follows:

<table>
<thead>
<tr>
<th>Class</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen</td>
<td>160</td>
</tr>
<tr>
<td>Sophomores</td>
<td>106</td>
</tr>
<tr>
<td>Juniors</td>
<td>191</td>
</tr>
<tr>
<td>Seniors</td>
<td>195</td>
</tr>
<tr>
<td>Special</td>
<td>10</td>
</tr>
<tr>
<td>Unclassified</td>
<td>3</td>
</tr>
<tr>
<td>Evening Enrollment</td>
<td>51</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>716</strong></td>
</tr>
</tbody>
</table>

The College of Education achieved one of its big objectives during the past biennium when the Beta Rho Chapter of Phi Delta Kappa was installed in the University of New Mexico on December 3, 1949. Phi Delta Kappa is a professional education fraternity for men with three major aspects: namely, the professional, the fraternal, and the honorary. The three major ideals of the organization are: Research both in and out of the universities so that problems may be understood and difficulties scientifically solved; Service as an expression of the desire to render the results of training of real benefit to humanity; and Leadership as an encouragement of constant professional growth so that individual fitness for greater service may result.

**DEPARTMENT OF ART EDUCATION**

During the summer of 1949 the Department of Art Education was transferred from the temporary building B-6, Room 1, to the temporary building C-4, Room 3. The entire department operates at present in this room. Although the physical conditions remain
about the same as they were prior to the change, the number of classes and the enrollment have increased considerably. For instance, the number of non-problem and thesis courses offered has increased from 4 to 8, while a typical increase in enrollment per class has increased from 15 to 30. At the same time, the number of graduate students has increased from 4 to 14.

To meet the need of increased interest in art education on the campus and throughout the state, additional courses have been added during the past two years. The present program appears to meet the present need, although the indications are that this is strictly a temporary condition and more adequate arrangements will become necessary in the near future.

Among the several new courses added to meet the current need, perhaps the art education workshop has been the most helpful to the local community as a whole. This course has been set up as an in-service course for elementary classroom teachers with a specific objective of providing a sympathetic environment for creative self-expression as well as to acquaint the teachers with new theories and practices pertinent to a more wholesome child growth and development in our public schools.

Another extremely helpful course has been one in which a cooperative program has been worked out with the local elementary schools in which art education majors are given the opportunity to observe and participate in classroom experiences common to the
average elementary school in the state. This invaluable experience provides an exchange of ideas between the local schools and the Department of Art Education and at the same time adds to the maturity of prospective teachers for the schools of New Mexico.

Although the number of courses and the enrollment have increased considerably during the past two years, the department personnel consists of one full-time staff member, one graduate assistant, and a part-time teaching assistant.

During this same period of time, several distinguished visitors appeared in the department. Dr. Harold Rugg visited from Columbia University. Professor Emmy Zwaybruck visited from the Prang Studios in New York. Professor Bernice Magnie, a specialist in art education from Chicago, spoke to art education majors. Professor Lucia Yusch brought a group of art education majors from Ball State Teachers College in Indiana, and Dr. Viktor Lowenfeld, Professor of Art Education, visited from Pennsylvania State College in Pennsylvania.

In connection with the problems of art education in New Mexico, the Department of Art Education has been instrumental in meeting some of these problems by participating in meetings and projects designed to cope with the problems. The department has been directly responsible for the underlying philosophy and practices affecting our public elementary schools through its efforts in the revision of the New Mexico State Elementary Curriculum
in Art. In connection with the art and art education exhibits at the New Mexico State Fair, the Department of Art Education has contributed considerably advancement of both state art functions.

On the campus, the Department of Art Education has initiated a series of interesting and provocative student exhibitions in the Student Union Building. These exhibitions provide a chance for the entire campus to get acquainted with the creative efforts of children and college students. The success of this program has encouraged the student union planning committee to set aside increased facilities for such exhibitions in the new student union building to be built soon.

During the biennium Dr. Alexander Masley became president and curator of the New Mexico Art League. Through the efforts of the League, at that time, the Albuquerque City Commission agreed to sponsor the building of a community art gallery in connection with the Albuquerque Public Library. This addition is now under construction and will open sometime in March of next year. At the same time Dr. Masley was appointed to membership on the New Mexico State Natural History and Science Museum Committee. In connection with the State Fair Board, this committee is sponsoring the building and the maintenance of museum facilities at the state fair.

Largely through the efforts of the Department of Art Education, a meeting of art educators of New Mexico was called in Santa Fe and the New Mexico Art Education Association was organised with
Dr. Masley as its first president. It is the purpose of this association to add support to all efforts directed toward improving the art programs in the public schools. Through the efforts of the association, Dr. Lowenfeld, an outstanding authority in art education, was invited to address the general assembly of the New Mexico Education Association in Albuquerque this fall.

One of the most important contributions that the Department of Art Education has made to the local community is the organization of the children's art classes. These classes were first organized for the children of the University faculty. Later, they were opened to the entire Albuquerque community. From an initial enrollment of ten children in 1948, the classes have grown to an enrollment of about seventy children meeting for two hours a week each Saturday during the academic school year. In addition to providing creative art experience for the children, art education majors use these classes as experimental situations where new methods of teaching are first tested.

As head of the Department of Art Education, Dr. Masley has addressed a number of PTA meetings in Albuquerque on the subject of Children's Art, contributed to painting exhibitions in Santa Fe and Albuquerque, and has had one-man exhibitions. Among his recent publications are two articles for the New Mexico School Review, Art Education at the University of New Mexico, and The Children's State
Fair Exhibit Rings the Bell. Fine Art and Art Education appeared in the 1949 summer issue of COLLEGE ART JOURNAL while two book reviews, Exploring Art and An Introduction to Art Activities appeared in the February 1949 issue of MAGAZINE OF ART. A DESIGN TEXTBOOK is in the process of revision and will be published by International Textbook Company.

DEPARTMENT OF ELEMENTARY EDUCATION

There is an increased interest in the professional training of more elementary teachers by the public school people themselves and the intensive efforts of the College of Education have resulted in a slight increase in the enrollment in this department. The following table will indicate this increase:

<table>
<thead>
<tr>
<th></th>
<th>Semester I 1949-50</th>
<th>Semester II 1949-50</th>
<th>Semester I 1950-51</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen</td>
<td>24</td>
<td>31</td>
<td>41</td>
</tr>
<tr>
<td>Sophomores</td>
<td>17</td>
<td>22</td>
<td>31</td>
</tr>
<tr>
<td>Juniors</td>
<td>22</td>
<td>17</td>
<td>23</td>
</tr>
<tr>
<td>Seniors</td>
<td>21</td>
<td>27</td>
<td>27</td>
</tr>
<tr>
<td>Special</td>
<td>3</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Unclassified</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>87</strong></td>
<td><strong>105</strong></td>
<td><strong>126</strong></td>
</tr>
</tbody>
</table>

It is noted that the largest percent of increase is in the freshman and sophomore classes. Of particular interest is the increase in number of men who are preparing to teach in the elementary grades.
If the war situation does not disrupt this tendency a continued gain in enrollment may be expected.

When Professor Robert A. Moyers retired, Miss Clarice Whittenburg was secured from the University of Wyoming for a one year temporary appointment. This was done to enable Miss Kathleen McCann to finish her doctorate at Teachers College, Columbia University. For several years it has been felt that the situation in New Mexico warranted the College of Education of the State University taking the leadership in the field of early childhood education. The number of private kindergartens is rapidly increasing, but the quality of teachers in this part of the educational program is not satisfactory.

Miss McCann is qualified both by experience and training to initiate such a program. When she joined the Elementary Education staff, a modest beginning was made by giving greater emphasis to the kindergarten in Education 121. Plans are being made to further increase course offerings in this field. It is possible that a kindergarten can be added to the summer demonstration school. Also, it is anticipated that more graduate courses will be needed in this area. It is quite probable that all of the methods courses will be reorganized to give greater emphasis to child growth as a result of Miss McCann's employment.

The Department of Elementary Education was one of the first
departments of the University to attempt to meet the special needs of the teachers in and around Albuquerque. Professor Moyer offered Saturday morning classes and Dr. Tireman gave one evening class each semester. This year the number of these offerings has been increased and in addition more of the regular classes are being scheduled in the late afternoon. It is hoped that in this way it will be possible to meet the needs of both the campus students and the teachers in-service. This is particularly true of the upper division courses designed especially for those who are working on their Master's Degree.

During the biennium the co-operation of the Albuquerque Public Schools has been obtained in increasing the opportunities for students to do more observation. All juniors and seniors are required to observe in the elementary classes for one hour per week. While the majority of such observation is done in the Longfellow School, there is opportunity to visit in the Heights and Monte Vista Schools. At the present no credit is given for such work but it is possible that a change in this regard may be necessary.

An investigation is being carried on toward the possibility of further increasing the school experience which students may enjoy before they come to practice teaching. One of the most promising plans has been developed at Ohio University. A co-operative program has been worked out with the public schools
through which students in the College of Education spend the first weeks in September in active participation in the work of the school. The practical experiences gained by such a plan seem quite evident. It is hoped that such a program can be initiated here for the coming fall term. Again, no credit will be given.

The number of students in practice teaching in the Elementary Education Department is still small although it reflects the gradual increase in general enrollment. The chief change in this biennium has been in scheduling practice teaching for both the first and second semesters of the senior year. Previously it had been confined to the second semester. The practice teaching program is quite effective and a large share of the credit goes to Mr. Isaac Simonds, principal of Longfellow School, and the teachers. They are most cooperative and helpful with the University students.

Miss Whittenburg fitted into the program of the Elementary Education Department in a most satisfactory manner. Among other activities, her class in Children's Literature had a fine exhibit at the Public Library. Another class in Arithmetic had an exhibit of teaching aids and devices in the Old Central School. This exhibit was visited by a large number of public school teachers and received many compliments from teachers and supervisors.

Despite the fact that Miss McGann has only recently joined the staff, she is drawing together a group of teachers interested
in kindergarten work. She has also been active in visiting the schools and getting a first hand acquaintance with problems confronting the department.

During the biennium Dr. L. S. Tireman, head of the Department of Elementary Education, made several talks to various clubs; published three articles, and revised *Teaching of Spanish-Speaking Children*. (The University Press expects to have this ready in the Spring.) He also attended and participated in the National Meeting of the Association of Supervisors and Curriculum Directors; attended a conference in Rio de Janeiro under the auspices of UNESCO, "Illiteracy in the Americas," acting as chairman of the United States Delegation; visited the schools of Puerto Rico; had a small part in the New Mexico Educational Association Convention; was a member of the New Mexico State Department Advisory Committee on Reorganization of the Curriculum and also the Committee on State Testing Program. It should also be mentioned that Dr. Tireman has acted as chairman of the UNM Policy Committee for two years and has devoted much of his time to this work.

Considerable thought and time has been given by Dr. Tireman to counseling freshmen. In addition to numerous individual conferences, a series of six to eight letters have been sent out during the year to each freshman. The idea seemed to have some merit, but the results were not too encouraging. It is Dr. Tireman's opinion that parents received more direct benefit than did the students.
DEPARTMENT OF HOME ECONOMICS

During the past two years the enrollment in home economics classes has so increased that the facilities have been taxed to their utmost. The need for a new building or an addition to Sara Reynolds Hall is essential if the Department is to function effectively. Men have shown greater interest in homemaking courses and several have registered in each of the sections of sophomore foods, family relations, and child development.

The Home Management House at 1621 East Roma is being used this semester again as a home management residence after having been used for two semesters and two summer sessions as a nursery school. New draperies and blankets for the students' bedrooms, a new dryer for the laundry, and a new record player as well as some linen, china, and crystal have been purchased. Shrubs and rose bushes have been planted and add greatly to the appearance of the property.

The Home Economics Department is working with Westinghouse on a five-year-purchase-equipment plan and through this plan has now the latest model electric range, refrigerator, roaster, and electric beater. Three new gas stoves and an Electrolux refrigerator have been installed. Much small equipment has been purchased.

Mrs. Grace Elser has replaced Miss Evelyn Hollen, who is
working for her Doctor's Degree at Iowa State College. Mrs. Elser received her Bachelor's degree from Kansas State College, her Master of Science degree from Cornell, and studied during the year 1947-48 at Iowa State College.

Miss Florence Schroeder was on leave of absence for the year 1949-50. She studied for the Doctor of Philosophy degree at New York University, and during the summer of 1950, with a group of students from New York University, studied at the University of London and Heidelberg. Later she traveled in France, Italy, and Switzerland. In Switzerland she attended the International Federation of University Women as an official delegate.

Miss Julia Jacoby, who received her Bachelor's degree from the University of Nebraska and her Master's degree from Cornell University, capably taught the courses in child development and infant care, and directed the nursery school during Miss Schroeder's absence.

Mrs. Elizabeth Kaylor has been employed for the past three semesters to teach the courses in House Planning and Home Furnishing. Mrs. Kaylor holds a Bachelor of Science degree from Margaret Morrison College (Carnegie Tech) and a Master of Arts degree from the University of Pittsburgh.

Miss Georgine Barte, Bachelor of Science, University of New Mexico, and Master of Science, Iowa State College, taught courses in foods and in nutrition in the summer session, 1950.
Miss Esther Knight attended the Third Seminar in Production, Distribution, and Consumption Relationships in Clothing and Textiles in Syracuse, New York, in the summer of 1950.

The home economics staff has actively participated in the study of the curriculum for teacher education in the various colleges of the state. Meetings were held in March and in October, 1950, and were attended by all staff members.

Home Economics faculty members have attended national meetings whenever possible. Miss Schroeder attended the American Home Economics Association meeting in San Francisco, in June, 1949. Mrs. Simpson attended the Western Regional Meeting sponsored by the American Home Economics Association, in Salt Lake City in March, 1950. This meeting was called to discuss Self-Evaluation of Home Economics Departments. Mrs. Simpson also attended the National Conclave of Kappa Omicron Phi at San Antonio in November, 1950.

The Home Economics Club, sponsored by Miss Knight, has been active during the last biennium. It is affiliated with both the New Mexico Home Economics Association and the American Home Economics Association. Interesting meetings, both educational and social, have been held. Delegates, accompanied by Miss Knight and Mrs. Simpson, attended the State College Club meeting in Las Cruces in March, 1949. Four delegates, accompanied by Miss Knight and Miss Jacoby, attended the Province Meeting of College Home Economics Clubs held in Phoenix, Arizona, in March, 1950.
All staff members have participated in community activities and have spoken to numerous off-campus groups such as P.T.A., A.A.U.W., and New Mexico Home Economics Association.

DEPARTMENT OF MUSIC EDUCATION

Miss Lena C. Clauve, Dean of Women and for many years, head, of the Department of Music Education, finds it difficult to carry the responsibilities of the Department and the heavy load of administrative duties connected with the deanship. She has requested release from the duties as head of this department.

Music Education has been a neglected field in the general program of teacher education in the College of Education. There is need for the employment of a person who can devote all of his time to the training of teachers in music education for the public schools of the State. This person should preferably hold a Ph.D. degree, be employed as head of the department and teach the necessary courses not offered in the Music Department of the Fine Arts College.

This person should revise the curriculum to include a broader program of training in the field of Music Education, namely, graduate work and a choice of curricula in undergraduate work. There is a definite need for a major field in instrumental music teaching as well as choral and theoretical music teaching. The present course is too limited to meet the demands of our
public schools in every instance.

It is also recommended that space be provided for teaching of music education courses and the attendant laboratory work which we are unable to offer now.

**DEPARTMENT OF SCHOOL ADMINISTRATION**

The Department of School Administration is largely limited to graduate students working for the Master's degree. Like other departments in the College of Education, there has been an increased interest in this aspect of education and a marked increase in the enrollment has resulted during the past biennium.

During the summer of 1949, Dean S. P. Nanninga, head of the department, served on a three months workshop in Wuerttemberg-Baden, Germany. The project was under the direction of the Educational and Cultural Relations Division of the Office of Military Government and the Kultministry in Wuerttemberg-Baden. The workshop was held in Esslingen, Germany, and is known as the Esslingen Plan. It was composed of twenty-one educators from Germany, three from Switzerland, one from France, one from Holland, and eleven from America. The workshop dealt with problems of future teacher training and included German teachers from elementary, secondary, vocational and trade schools, and teacher training institutions as well as school experts. The group met from May 24 to August 12, 1949. A study was published of the findings.
in both the German and English languages.

Dean Nanninga was a member of the State Department Advisory Committee on Reorganization of the Curriculum. A report was printed and sent to all the schools of the State. He also attended the past two meetings of the National Association of School Administrators and of the American Association of Colleges for Teacher Education.

During the biennium just past, Dr. E. H. Fixley, professor of school administration, has been active both on and off the campus. He has been a member of thirty-nine oral examining committees for candidates for the Master's degree, on eighteen of which he served as chairman. He has twice assisted in the administration of the National Teachers' Examinations, has served on two standing committees of the University, and has conducted extension courses in guidance in Lordsburg and Grants. The Education Placement Bureau is under his active direction. In connection with his duties as University high school visitor and chairman of the New Mexico State Committee of the North Central Association, he has annually visited most of the high schools of the State and has conducted area meetings for the Association in Portales, Roswell, Las Vegas, Albuquerque, and Deming. He has attended the annual meetings of the Association in Chicago and two special meetings in Kansas City and St. Louis. Three high schools, Aztec, Estancia, and Highland, have been admitted to membership after extensive
evaluations and a further evaluation was conducted at the request of the Hot Springs High School. In each evaluation Dr. Fixley was assisted by a committee of University faculty members, public school administrators, and representatives of other higher institutions in the State.

Dr. Fixley's public addresses have included those to the Women's Club of Lordsburg, the Secondary Principal's Association of the New Mexico Education Association, Pi Lambda Theta, the Belen Classroom Teachers' Association, the New Mexico Classroom Teachers' Association, the Cadet and Critic Teachers of Eastern New Mexico University in Portales, and the Belen Rotary Club.

Commencement addresses were given in the high schools of Los Lunas, Aztec, Kirtland, Clovis, and Dawson and the junior college of Dodge City, Kansas.

DEPARTMENT OF SECONDARY EDUCATION

During this biennium the staff of the Department of Secondary Education has been strengthened by the addition of Dr. Wilson H. Ivins, who came to the University from the University of Indiana. Further improvement of the program is indicated by the fact that Mr. William B. Runge has begun a program of doctoral studies at the University of Southern California.

During this period, this department presented to the Graduate Committee its requirements for a Master's degree without a thesis.
These include a new course, Research Seminar in Education, to which are admitted students from other departments of the College who are working under Plan II, the name given to the new program.

Individual activities of members of the staff are indicated below:

Dr. Diefendorf is now giving his full time to the supervision of practice teaching in the high school. In addition he continues to serve on the Committee on General College and on the Graduate Committee.

During this biennium, Dr. Crawford has given much of his time to the supervision of practice teaching in the high school and during the last semester has been in charge of a new course, Research Seminar in Education, required of all Master's candidates who are working under Plan II. In addition, he and Dr. Ivins have accepted principal responsibility for the direction of theses by students in this department.

Dr. Crawford has been much in demand as a speaker and has been called upon many times by the Parent Teacher Association for local addresses and to serve as moderator at the annual convention. He also appeared on the program of the Department of Audio-Visual Instruction (National Education Association) at its meeting in San Francisco. Campus committee assignments include: Committee on Research and Committee on Extension. One important phase of Dr. Crawford's activity has been the sponsorship of Beta Rho
Chapter of Phi Delta Kappa, formally installed during the year 1949-50.

Dr. Crawford has two articles accepted for publication: one by School Review, the other by Mathematics Teacher.

Dr. Ivins, who joined the staff in September, 1949, shares with Dr. Crawford the principal responsibility for the direction of Master's theses. He, too, has been much in demand as a public speaker having appeared before more than twenty lay and professional groups. Dr. Ivins was responsible for the leadership of a panel on "Adult Education for World Peace," a section of the Eighth Annual Southwest Regional Conference on Adult Education. Also he is New Mexico representative on the Committee on Audio-Visual Education of the Department of Classroom Teachers, National Education Association. Campus committee assignments are: Summer Session and University Aims and Objectives.

His publications include:

Periodicals


Bulletins and Books

(November, 1949) Bloomington: Division of Research and Field Services, 68pp.


Mr. William B. Runge continues to teach courses in Distributive Education, to cooperate with the State Department of Vocational Education and to supervise the work experience classes in distributive education over the State of New Mexico. He has attended many conferences and presented papers before five conferences including the Southwestern Business Education Meeting held in Las Vegas, and the Western Regional Conference for Distributive Education Supervisors held in Denver in April, 1950.

Publications during this period:


Mr. Runge has also taught courses for adults during this period and has given help to the University of New Mexico.
Community Evening College in the location and selection of courses and instructors for adult non-credit classes in Distributive Education.

In September, 1950, he received an appointment to the Western Regional Planning Committee for Distributive Education from the United States Office of Education, Vocational Division. He attended one meeting with other members of the committee in Raton, New Mexico, November, 1950.

Mr. Runge has given a considerable amount of time to the Committee on Buildings which has been concerned with needed facilities of this nature and their location.

The enrollment in Secondary Education has increased considerably during this past biennium. The enrollment by classes is shown below:

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Freshmen</td>
<td>136</td>
<td>163</td>
</tr>
<tr>
<td>Sophomore</td>
<td>141</td>
<td>167</td>
</tr>
<tr>
<td>Junior</td>
<td>134</td>
<td>139</td>
</tr>
<tr>
<td>Senior</td>
<td>95</td>
<td>131</td>
</tr>
</tbody>
</table>

Graduate enrollment with Secondary Education as a major is 26 students. Twelve are enrolled in Secondary Education as a minor subject.
BUSINESS EDUCATION

Business Education is a part of the Secondary Education program of the College of Education. The number of students majoring in this field has been increasing from year to year. At present there are 35 students of the College majoring in Business Education and 11 of these are seniors. A special Business Education curriculum is outlined in the College of Education section of the general catalog. Miss Eva Israel heads this program and is well along toward completing the requirements for the Doctor's degree in Business Education from Ohio State University.

The Business Education Department holds membership in the National Association of Business Teacher Training Institutions.

Business Education is a cooperative arrangement between the College of Business Administration and the College of Education. A most cordial relationship exists in the maintenance of this program. Faculty members in Business Education attend the College of Education faculty meetings.

INDUSTRIAL ARTS EDUCATION

There are 31 students in the College of Education who are majoring in Industrial Arts Education. Through a cooperative arrangement between the College of Engineering and the College of Education, students from the College of Education are advised in their program by Professor A. P. Bailey and Dr. J. W. Diefen-
Professors in charge of the Industrial Arts Education courses are Professors A. P. Bailey, C. R. Brown, R. M. Davis, and R. E. Blankley. Professor Bailey received his Master of Science degree in Industrial Education in the summer of 1950 from Iowa State College. Mr. Brown received his Master of Science degree from Stout Institute. Mr. Davis was recalled to the armed services in August, 1950. Mr. Blankley is a member of the American Society for Engineering Education and the American Industrial Arts Association.

There has been a gradual increase in interest of students in this work as is evident by the gradual increase of registration.

Members of the Industrial Arts Education staff attend College of Education faculty meetings and an excellent relationship has existed between the two colleges in the operation of the Industrial Arts education program.

DIVISION OF PHYSICAL EDUCATION

Departments of Men's Physical Education, Women's Physical Education, Intercollegiate Athletics*, and Health.

Mr. George White heads the Division of Physical Education which consists of the Departments of Men and Women's Physical Education and the Health Department.

* Effective July 1, 1950, an independent Athletic-Association was formed at the University of New Mexico.
DEPARTMENT OF PHYSICAL EDUCATION FOR MEN

Roy W. Johnson, Head

The Department is composed of the following divisions:

1. Physical Education activity classes required of all freshmen and sophomore students.
2. Intramural and recreational activities (attendance voluntary).
3. Major and minor in Physical Education and a minor in Health Education.
4. Master's degree in Physical Education.

A sports-education program is the essence of the required work for freshmen and sophomores, and consists of such activities as conditioning and coordinating activities, swimming, tumbling, gymnastics, touch-football, speedball, basketball, combatives, seasonal recreational sports and games. Elective courses such as golf, horseback-riding, ice skating, and folk and country dancing are also offered to qualified students from the regular required physical education classes and to upperclassmen.

The aim of this department is to teach various activities each semester in the required classes in a sufficient amount to obtain for the student a proficiency above the novice class.

During the past two years, eight sections of required classes have been offered; in addition, there have been four sections of horseback riding, four sections of golf, and two sections of riflery (added autumn, 1950). All N. R. C. T. O. students are required to take proficiency tests in swimming. These tests, and instruction when necessary, are conducted by the department.
Many difficulties are still being encountered in meeting the needs of the program outlined above:

1. Most staff members have duties other than Physical Education making occasional absence from classes necessary.
2. Gymnasium and field facilities are inadequate.
3. Community use of the gymnasium conflicts with classes.
4. General recreational activities for the student body are severely restricted because of the use of the gymnasium, fields, and swimming pool for scheduled class work.
5. At least two more offices are urgently needed for staff members.
6. Lack of special facilities and space limits the program that can be offered for restricted students.

**Intramurals.** A complete revision of the intramural program was made in September, 1949. Mr. John Dolzadelli was given full responsibility for all intramural sports and was given a part-time assistant. The student body set aside a portion of student activity funds to support both men and women’s intramural activities, enabling these activities to operate on a fairly fixed budget. As a result of these moves a great deal of increased interest and participation became an immediate fact, and the program is proving a very gratifying success. Forty-seven percent of the undergraduate men at the University participated in one or more intramural sport in 1949-50. Organized competition is offered in the following sports: swimming, tennis, basketball, track, hand-ball, golf, cross-country, flag-football, skiing, bowling, volleyball, riflery, fencing, horseshoes, softball, and the 16-man relay.
The intramural program will be still further improved when more facilities, both indoor and outdoor, are made available. Intramural funds should be augmented by a departmental appropriation.

**Teacher Training.** A major and minor in physical education, a minor in health-education, and a minor in athletic coaching is offered male students who desire to enter the coaching and teaching field. Sixty-seven students are now enrolled in the field. Opportunities for practice teaching and coaching is provided for through the splendid cooperation of the local schools, their coaches, and physical education staff members.

**Intercollegiate Athletics** (See footnote, page 24). The University of New Mexico participates in the following sports at the Varsity level: Football, basketball, track and field, baseball, tennis, golf, swimming, and occasionally, skiing and rodeo. In 1950 the University withdrew from the Border Conference and became a member of the Skylina Conference. The latter league now consists of the following schools: Brigham Young, Colorado Aggies, Denver University, Montana University, University of New Mexico, Utah University, Utah Aggies, and Wyoming University.

**Miscellaneous.** During the biennium, members of both men's and women's staff have served on various national, regional, state, and local committees and boards, and will continue these activities as time and opportunity permit. The division is regularly represented at all important professional gatherings.
The Department of Health and Physical Education for Women attempts to meet the general education needs of freshmen and sophomore women; the recreational needs of all women students and university employees; the professional education of elementary and secondary teachers in health, physical education, recreation, and safety, including in-service as well as pre-service training.

In the fulfillment of the general education needs through the University requirement of four semesters, the staff is endeavoring to provide an orientation to all the important activities for those with meager backgrounds; to provide guidance when necessary in social adjustments and human relations; to emphasize the development of intelligent appreciation of all sports and areas of the dance; to emphasize the physical fitness needs of women particularly in health and in recreation. The Department constantly attempts to provide a program and atmosphere which will develop a desire for continual participation throughout college days as well as after. The content of the courses encompasses a variety of activities stressing those that will remain functional during college and adult life. To fit the program to the needs and abilities of the entering students, in addition to the health examinations, the staff is using certain diagnostic devices given at registration time as well as swimming tests given to new students during the first two
weeks of the fall semester. The staff, too, is considering standards which will indicate sufficient proficiency in terms of objectives, particularly in knowledge and skills in a minimum of sports and dance activities. Obstacles to the ultimate attainment of these objectives are the lack of facilities, and heavy teaching loads. The latter also interferes with the amount of counseling which should be done by the instructors of the freshmen and sophomore classes for the guidance of health. Recognition is given to the health needs basic to family and community life but a definite program in courses, materials, and experience needs to be evolved.

Women's Recreational Council. The Women's Recreational Council was organized in 1946 and evolved a program of activities including volleyball, basketball, badminton, softball, tennis, swimming, bowling, table tennis, skiing, square dancing, and archery; play days have been periodically arranged. Annual participation in this program has increased from an initial two hundred to about five hundred and fifty. Many of these activities are co-recreational.

Teacher Training. The Department offers a major in physical education, minors in physical education, health education, and recreational leadership. Demand seems to indicate that additional courses should be offered in the dance, and the possibility of the development of a major course of study in this field.
Inservice Training. On a statewide basis the Department has continued to sponsor basketball clinics. The Dance Workshop group, under Miss Elizabeth Waters, has demonstrated and given lectures at Portales, Highlands University, and at the Southwest Convention of the National Association. Her students have also conducted demonstrations at Albuquerque and Highlands High School.

Miss Frances McGill has served a two year term as chairman of the Southwest District Committee on Women's Athletics, and continues as a member of that board. She is a national judge in rating officials and has helped to raise the standards of officiating in this area.

Miss Mercedes Cugisberg has continued her activities in the health field. She is chairman of the New Mexico Health Policies Committee and other similar organizations. She is a member of a committee on certification in health, physical education, and recreation, and is on the Constitutional Revision Committee for the state organization.

Miss Gladys Milliken is a member of the Soccer Committee of the National Section on Women's Athletics. She is a sponsor of the Major-Minor Club, an active student group.

During the past summer a conference for children in need of special services was held at the University. Average daily attendance was about one hundred. A workshop for 1951 is being planned. Swimming classes in the summer for faculty students have been successfully continued.
As has been stated in all previous reports, both from the men's and women's departments, the University is lacking in both indoor and outdoor physical education and recreational facilities. The erection of a community auditorium will contribute somewhat to relieving the congestion now existing, but will still leave a problem of great magnitude. More gymnasium space, playing fields, tennis courts, and a new and adequate swimming pool are needed now.

**GRADUATE STUDY**

Dr. Lloyd R. Burley directs the graduate program in physical education, health, and recreation which is taught by faculty members of the Health and Physical Education Department and the College of Education. The program was begun in 1947-1948 and since its inauguration, nine persons have completed the requirements for a major and six for a minor in this field. Of these people, thirteen are teaching in New Mexico and two in Minnesota. At present there are twenty-seven students majoring and three minor in Health and Physical Education. Six students completed research projects in the department. Reports of these projects are deposited in the University library.

Dr. Burley's services as a speaker are frequently called upon. He, like many others on the staff, is a member of a number of various off-campus boards and committees.
The Health Service maintains a dispensary and infirmary which is housed in a remodeled Army barracks building, conveniently located on the campus. There are eighteen infirmary beds available where both men and women students are treated and kept under observation. Conditions requiring major surgery, prolonged or specialized treatment are referred to outside physicians. The infirmary is kept open 24 hours a day and is staffed by three physicians, Dr. J. E. J. Harris, head; Dr. Louis Gerber, and Dr. Evelyn Sturges. Mrs. Alice Kelley, R. N., heads a staff of seven nurses.

Students receive a compulsory physical examination during the first week of school at which time it is the practice to hire additional physicians and nurses as needed in order to speed up this work. An average of about one hundred patients answer sick call daily with the usual run of colds, flu, sore throats, sprains, and digestive disorders, as well as students who present more serious conditions.

In addition, the Health Service has made regular sanitary inspections with recommendations for improvement at the University dormitories, food-handling units such as dining rooms, snack bars, and other University premises with reference to safeguarding the health and safety of students and University personnel.

As recommended in the last biennial report, there is a marked need for expanding infirmary facilities as there have been
times when it was impossible to accommodate all students who have needed attention. More offices, an x-ray room, and storage space are needed.

The health fee in most similar institutions ranges higher for similar, and even less adequate, health services. An increase in the health fee of from $3.00 to $5.00 per semester is recommended in order to insure a continuation and improvement in the present health service.

**EDUCATION PLACEMENT BUREAU**

The Placement Bureau is under the direction of Dr. E. H. Fixley and Mr. James G. McCloskey is the secretary in charge of the placement program.

Like the one which preceded it, the biennium just closed has been one of the most active in the history of the Education Placement Bureau. There was, however, an interesting shift in emphasis at the midpoint of the last biennium. During the first year the primary concern of the Bureau was to find a sufficient number of teachers to supply the demand; during the second half of the period, perhaps because of the relatively attractive salaries offered in our state, the task was to find positions for a majority of the registrants. It will be noted that in the second year the calls for teachers fell off and the number of registrants materially increased. Thus it would seem that the Bureau stands as a service
agency for the administrators in times of teacher shortage and as a service agency to the teachers when jobs are less plentiful.

In addition to taking care of the needs of New Mexico schools, the Bureau has handled calls from fourteen other states of the Union, and from Alaska, the Canal Zone, Hawaii, and Puerto Rico. During the biennium a new method for keeping in touch with the registrants has been instituted and the files of all active candidates have been brought completely down to date.

A summary report of the activities of the Education Placement Bureau follows:

| Total registrants in the files | 2127 |
| New registrants | July 1, '48 -- June 30, '49 | 148 |
| New registrants | July 1, '49 -- June 30, '50 | 219 |
| Calls for teachers | July 1, '48 -- June 30, '49 | 101 |
| Calls for teachers | July 1, '49 -- June 30, '50 | 307 |
| Teachers placed | July 1, '48 -- June 30, '49 | 138 |
| By the Bureau | 128 |
| By Self | 10 |
| Teachers placed | July 1, '49 -- June 30, '50 | 111 |
| By the Bureau | 102 |
| By Self | 12 |
| Income from registration fees | July 1, '48 -- June 30, '49 | $296.00 |
| Expenditures | | |
| Supplies, etc. | July 1, '48 -- June 30, '49 | 166.50 |
| Income from registration fees | July 1, '49 -- June 30, '50 | 138.00 |
| Expenditures | | |
| Supplies, etc. | July 1, '49 -- June 30, '50 | 201.73 |

RECOMMENDATIONS

1. There is need for a laboratory school on the campus, preferably for elementary department students. The financing of the school could be largely provided by the state system of
apportioning money. After the building is provided approximately 85 to 90 percent of the maintenance costs would be provided by the State. Our practice teaching, however, would need to be done in the City Schools. A modern teacher education institution needs a laboratory school in connection with its teacher education program.

2. The Home Economics Department is urgently in need of an addition to Sara Reynolds Hall.

3. Although the number of courses and enrollment in the Department of Art Education have increased considerably during the past two years, the Department personnel consists of one full-time staff member, one graduate assistant, and a part-time teaching assistant. There is need of one additional full-time person in the Department of Art Education.

4. The Division of Physical Education has reached a point where gymnasium and swimming pool facilities need to be enlarged. Efficient operation where men and women share these facilities day by day, six days a week, is very difficult. The need for a new gymnasium or field house and a new swimming pool is urgent.

5. As recommended in the previous biennial report, there is a marked need for expanding infirmary facilities as there have been times when it was impossible to accommodate all students who have needed attention. More offices, an x-ray room, and storage space are needed.
The College
Of Engineering

M. E. Farris, Dean

Very little change has been made in the instructional program in the Engineering College during the past two years. Some adjustments have been made in the undergraduate program to broaden the curricula and to meet the needs of certain groups of students such as the groups in the R. O. T. C. programs. The graduate program has been expanded to appeal to as large a group as possible in the Chemical, Civil, Electrical and Mechanical Engineering fields. Courses at both the undergraduate and graduate level have been offered during the evening for the past two years, but it is still too early to predict what the future of evening classes may be.

CURRICULA

The engineering college is now offering the Bachelor of Science degree in Architectural, Chemical, Civil, Electrical and Mechanical Engineering. The Bachelor of Science degree is also offered in Industrial Arts. The division of Industrial Arts also offers the Bachelor of Science in Industrial Arts Education in the College of Education.

Members of the first graduating class in Architectural Engineering will receive their degrees in June, 1951. The department of Chemical Engineering and the division of Industrial Arts were organized in recent years, but have been granting the bachelor's degree for the past two years.

Only minor changes have been made in the undergraduate curriculum for any of the departments over the past two years, and no major changes are contemplated.
ENROLLMENT

The enrollment in the College of Engineering reached a peak in the school year 1949-50. More than two hundred engineering degrees were granted during this year, the largest on record.

The freshman class in engineering has been decreasing gradually since 1946, and should stabilize at about the level reached in September, 1950. No material increase is expected in the freshman class for five or six years, in spite of the fact that the demand for engineers will exceed the supply for an indefinite period.

The enrollment for graduate work in engineering has increased during the past two years and promises to remain at a substantial figure for the future.

FACULTY

The number of engineering faculty members for the school year 1949-50 was thirty-nine, a peak for the college. This number was reduced to thirty-six for 1950-51, because of a decrease in enrollment.

New Appointments, 1949-50:

Charles Stoneking, Assistant Professor of Architectural Engineering;
James L. Guy, Assistant Professor of Civil Engineering; A. D. Wooten,
Instructor in Electrical Engineering; G. B. Bliss, Assistant Professor of Electrical Engineering; Charles Guna, Assistant Professor of Mechanical Engineering, February, 1949; R. C. Dove, Instructor in Mechanical Engineering; R. N. McDonald, Associate Professor of Mechanical Engineering; A. W. Reger, Assistant Professor of Mechanical Engineering.

New Appointments, 1950-51:

C. M. Melby, Instructor in Architectural Engineering; C. L. Brown,
Instructor in Civil Engineering: James H. Sprouse, Jr., Instructor in
Civil Engineering; R. R. Slater, Instructor in Electrical Engineering;
H. W. Gates, Instructor in Electrical Engineering.

Resignations:
William R. Gafford, Instructor in Architectural Engineering, July 1,
1950.
D. R. W. Wager-Smith, Assistant Professor of Civil Engineering, July
1, 1950.
Donald D. Thomas, Instructor in Civil Engineering, July 1, 1950.
Cecil L. Brown, Instructor in Civil Engineering, September 15, 1950.

Called to Military Service.
R. A. Hesserer, Instructor in Electrical Engineering, July 1, 1950.
Wallace L. Reed, Instructor in Mechanical Engineering, July 1, 1949.
M. H. Keely, Assistant Professor of Mechanical Engineering, July 1,
1949.

Leaves of Absence:
Richard H. Clough, Assistant Professor of Civil Engineering, beginning
July 1, 1949, to do graduate work at Massachusetts Institute of Technology.
T. L. Martin, Assistant Professor of Electrical Engineering, beginning
July 1, 1950, to do graduate work at Stanford University.
R. M. Davis, Assistant Professor of Industrial Arts, beginning August
15, 1950. Recalled by Navy for active duty.

Deaths:
Charles Cune, Assistant Professor of Mechanical Engineering, June, 1949.
ACTIVITIES OF FACULTY MEMBERS

M. E. Ferrisi:


Member of the Registration Board for Professional Engineers and Land Surveyors, New Mexico.

Member of the Registration Committee of the American Society of Mechanical Engineers.


Represented New Mexico at the meetings of the National Council of State Boards of Engineering Examiners at Daytona Beach, Florida in 1949 and at Chicago, Illinois, in 1950.

John J. Heimerich:

Attended the Southwest Section meetings of the American Society for Engineering Education at Dallas, Texas, in 1949 and College Station, Texas, in 1950, also the State Meeting of the American Institute of Architects in Santa Fe, New Mexico, 1950.

The following papers were presented at the Southwest Section meeting at College Station, Texas: "Senior College Requirements for Students Transferring from Junior Colleges" and "Dimensioning of Fits and Tolerances."

A talk, "Choosing the Home Site" was given before the Optimists' Club.

Faculty Sponsor of the Architectural Engineering Society.
Secretary, Albuquerque Chapter of the New Mexico Society of Professional Engineers, 1949-50.

William R. Gafford:
Graduate work at the University of Texas, Summers of 1949 and 1950, and the 1950-51 regular session.

Richard G. Huzaraki:
Graduate work at Texas Technological College, Summer of 1950.

Publications:

Eugene H. Nickell:
Attended the Southwest Section Meeting of American Society for Engineering Education in Dallas, Texas, 1949.

Charles Stonnington:
Attended Winter Meeting of American Society for Engineering Education, Columbus, Ohio, 1949.
Summer Session at Toledo University, 1950.

Thomas T. Castonguay:
Attended Annual Meetings of the American Institute of Chemical Engineers, 1949 and 1950.
Attended Southwest Section Meetings of the American Society for Engineering Education, 1949 and 1950.
Attended the meeting of the Engineering College Research Council, 1949.

Secretary-Treasurer, New Mexico Society of Professional Engineers, 1949 and 1950.

General Chairman of New Mexico Engineering Conference, 1950.

Consultant, Haddock Engineers, Ltd., 1949 and 1950.

Richard L. Ferm:
Chairman, Mining, Metallurgical, Chemical and Geological Section, New Mexico Engineers Conference, 1950.


Herbert C. Hoover:
Counselor, Student Branch, American Institute of Chemical Engineers.
Advisor, University of New Mexico Chapter of Sigma Tau.

Attended Southwest Section Meeting of the American Society for Engineering Education, 1949.

Attended Regional Meeting of the American Institute of Chemical Engineers, Tulsa, Oklahoma, 1950.

Consultant, University of California, Los Alamos, New Mexico.

E. C. Wagner:
Vice-President of the National Society of Professional Engineers, 1949.
Chairman of Building Materials Committee for rewriting Albuquerque City Building Code.

Member of National Committee on Educational Policy of the Division of
Civil Engineering of the American Society for Engineering Education.

Chairman of the Membership Committee of the New Mexico Society of Professional Engineers.

Contact man in New Mexico for the National Research Council of the Highway Research Board in 1949 and 1950.

Faculty representative of the American Road Builders Association, 1949 and 1950.

Attended meetings of the National Society of Professional Engineers in Baltimore, Denver and Houston.

Attended meeting of the Asphalt Institute in Oklahoma City, 1950.

Project director of the research project on pumice concrete investigations for the Atomic Energy Commission, Los Alamos, New Mexico.

Co-author of the University Bulletin on "Pumice as Aggregate for Lightweight Structural Concrete," 1950.

Ray J. Foss:

Faculty Advisor for the student branch of the American Society of Civil Engineers and the student group of the New Mexico Society of Professional Engineers.

Attended meetings of the American Society of Civil Engineers in Oklahoma City, 1949 and Los Angeles, 1950.

Attended meeting of the National Society of Professional Engineers in Denver, 1949.

Consultant on commercial structures for the City of Albuquerque.

Marvin C. May:

Member of the Albuquerque City Planning Commission, 1949-1954.
Member of Committee on Surveying and Mapping of the American Society for Engineering Education, 1950-51.

Attended Seminar on Photogrametry, University of Denver, 1950.

Graduate work at Oklahoma A. and M., Summers of 1949 and 1950.

Consulting work in land planning and subdivision design.

C. B. Thompson:

Chairman, Hydraulics Section, Engineers Conference, Albuquerque, 1949.


Appointed on Membership Committee of American Society for Engineering Education for 1950.


Attended Spring Meeting of American Society of Civil Engineers, Los Angeles, 1950.

Richard H. Clough:

Graduate work at Massachusetts Institute of Technology, July, 1949 to July, 1951.

Attended annual meeting of the National Society of Professional Engineers, Boston, 1950.


James L. Guy:

Attended the Southwest Section meeting of the American Society for Engineering Education, College Station, Texas, 1950.
Member of the "Division Publication Review Panel" of the American Society of Civil Engineers.

Jose E. Martinez:
Appointed Sanitary Engineer on State Plumbing Administrative Board for 1949-50.
Attended Fourth Hydraulics Conference at University of Iowa, Iowa City, 1949.

Attended Annual Conference of Rocky Mountain Section of American Water Works Association and American Sewage Works Federation, Santa Fe, 1950.

 Eugene Zwoyer:
Member of National Young Engineers Committee for National Society of Professional Engineers.
Secretary-Treasurer of New Mexico Section of American Society of Civil Engineers, 1950.
Chairman of Committee for rewriting portion of Albuquerque City Building Code on Reinforced Concrete.
Attended meeting of Young Engineers Committee, Little Rock, Arkansas, 1950.
New Mexico delegate to meeting of American Society of Civil Engineers, Los Angeles, 1950.

Ralph W. Tapy:
Member of the National Committee on Student Branches of the American Institute of Electrical Engineers.
Chairman of the Committee on Student Branches for the 7th District, American Institute of Electrical Engineers.
Member of Student Activities Committee of the New Mexico-West Texas Section of the American Institute of Electrical Engineers.

Honorary Member of the General Committee for the Fall Meeting of American Institute of Electrical Engineers, 1950.

Vice-President of the New Mexico Section of the Instrument Society of America.

Member of the National Panel of the American Arbitration Association.

Faculty Sponsor, Student Branch of the American Institute of Electrical Engineers.

Appointed Danforth Associate to the University of New Mexico.


Attended the following meetings of the American Institute of Electrical Engineers: June, 1949; January, 1950; October, 1950; March, 1949, also the District Student Meetings in 1949 and 1950.

Represented University of New Mexico as guest of the U. S. Air Force to study Air R. O. T. C. at San Antonio, Texas, Summer, 1950.

J. Lawton Ellis

Member of the National Committee on Student Branches, of the American Institute of Electrical Engineers.

Student Counselor for the Student Branch of the American Institute of Electrical Engineers.

Member of the Executive Committee of the New Mexico subsection of the American Institute of Electrical Engineers.

Attended the following meetings of the American Institute of Electrical Engineers: January, 1949, Pacific Coast Meeting, 1949, and the Student Branch
Meeting: May, 1950.

Attended Conference on Industrial Mobilization, sponsored by the Industrial College of the Armed Forces.

Thomas L. Martin, Jr.


Graduate work, Stanford University, 1950-51.

Allen D. Wooten:

Advisor of the Student Branch of the Institute of Radio Engineers.


Attended Southwest Section Meeting of the American Society for Engineering Education, College Station, Texas, 1950.

A. D. Ford:


Attended Southwest Section meetings of the American Society for Engineering Education at Dallas, Texas, in 1949 and at College Station, Texas, in 1950.

Attended a meeting of the Engineering College Research Council in Kansas City, 1949.

C. T. Grace:

Honorary Chairman for the New Mexico Chapter of Pi Tau Sigma, honorary Mechanical Engineering fraternity, 1949-50.
Attended Second Anti-Friction Bearing Symposium as guest of the Timken Roller Bearing Co., Canton, Ohio, 1949.

Attended the following meetings of the American Society of Mechanical Engineers: San Francisco, 1949, St. Louis, 1950, at the Student Conference at Las Cruces, 1950.

R. N. McDonald:

Attended annual meeting of the Southwest Section of the American Society for Engineering Education, College Station, Texas, 1950.

Visited oil fields in Southeast New Mexico during Summer of 1950.

A. W. Hager:

Graduate work at West Virginia University during the summer of 1949 and the summer of 1950.

E. C. Rightley:

Honorary Chairman of the Student Branch of the American Society of Mechanical Engineers for 1949. Also attended Student Branch meetings for Region VIII, American Society of Mechanical Engineers at Denver in 1949 and Las Cruces in 1950.

Member Program Committee, Albuquerque Subsection, American Society of Mechanical Engineers.

Graduate work at University of Colorado during summer of 1949.

Research work for Reflectal Corporation, Summer of 1950.

R. C. Dover:

Honorary Chairman of the Student Branch of the American Society of Mechanical Engineers for 1950 and 1951. Also attended the Student Branch
meeting for Region VIII at Las Cruces, 1950.

Paper for the American Society of Mechanical Engineers, "Determination of the Effective Strained Length of Standard Stud Bolts."

Held Westinghouse Scholarship for advanced study at Iowa State College, 1948-49.

Research in "Internal Stress Analysis."

Graduate work at Kansas State College during Summer of 1950.

K. E. Mead:

Attended Student Branch meeting of the American Society of Mechanical Engineers, Region VIII at Las Cruces, 1950.

Graduate work at Kansas State College during summers of 1949 and 1950.

A. P. Bailey:

Graduate work at Iowa State College during summers of 1949 and 1950.

Attended Southwest Section Meeting of the American Society for Engineering Education at College Station, Texas, 1950.

Attended annual meetings of New Mexico Educational Association in 1949 and 1950.

C. R. Brown:

Graduate work at Stout Institute during summers of 1949 and 1950.

Attended annual meetings of New Mexico Educational Association in 1949 and 1950.

R. M. Davis:

Graduate work at Colorado A. and M. College during Summer of 1949.

Attended annual meeting of New Mexico Educational Association in 1949.
R. E. Blankley;

Attended annual meetings of New Mexico Educational Association in 1949 and 1950.

Visited Industrial Plants in Texas during Summer of 1949.

STUDENT ORGANIZATIONS

The following engineering organizations are active in the Engineering College at the present time:

Student Branch, American Society of Civil Engineers; Student Branch, American Institute of Electrical Engineers; Student Branch, American Society of Mechanical Engineers; Student Chapter, American Road Builders Association; Student Chapter, Institute of Radio Engineers; Student Branch, American Institute of Chemical Engineers; Student Branch, American Institute of Architects; Student Chapter, New Mexico Society of Professional Engineers; Sigma Tau, Honorary Engineering Society; Pi Tau Sigma, Honorary Mechanical Engineering Society.

GRADUATE WORK AND RESEARCH

The Master of Science degree is now offered by the departments of Chemical, Civil, Electrical, and Mechanical Engineering. Sixty-eight students are enrolled for graduate work in the College for the school year 1950-51, and sixty students were enrolled for the school year 1949-50. Graduate students are enrolled in the regular program and in the evening courses. The graduate program in the College has grown rapidly since the war and should continue to maintain a high level, unless world conditions interfere. Most of our graduate students are on a part-time basis, and will require more time than the usual one year devoted to the Master's degree.
An extensive research project on pumice concrete was completed in 1949 by the Civil Engineering Department, for the Atomic Energy Commission. One or more research projects are in progress in each department, and mention has been made of some of them elsewhere in this report, under the name of the individual concerned.

SUMMER SCHOOL

Engineering students enrolled in the Summer Session numbered 247 in 1949 and 158 in 1950. The enrollment in the future is likely to be lower, because the freshman class has decreased in enrollment for the past two years, and most of our summer school students come from the regular session. The offerings in the Summer Session have been designed primarily to care for the beginning students, for the irregular students, and for a limited number of graduate students.

BUILDINGS AND EQUIPMENT

The part of Hadley Hall occupied by the State Highway Testing Laboratory was destroyed by an explosion on February 12, 1949. Considerable damage was also done to that part of Hadley Hall occupied by the Civil Engineering Department. As a result of the damage to Hadley Hall, the Board of Regents authorized the construction of a new Civil Engineering building at a cost of approximately $125,000.00. The building was erected adjacent to the Chemical Engineering building, thus completing the West section of a proposed quadrangle for the Engineering College. The Civil Engineering department moved into the new unit on February 2, 1950. All of the program of the Civil Engineering Department is now conducted in the new unit, with the exception of the laboratory in hydraulics. The hydraulics laboratory is still housed in Hadley Hall.
The division of Industrial Arts acquired part of the old Buildings and Grounds unit in 1949 and moved all the wood-working equipment to the new quarters. This change greatly relieved the congestion in the Industrial Arts Building and permitted a better arrangement of the wood-working equipment.

The Mechanical Engineering Department acquired the old heating plant area in 1949, and this space is being used as an addition to the steam laboratory.

The equipment needs of the College are limited to a few major items that will be listed under recommendations.

The Electrical Engineering department is in need of help to install the surplus equipment now available in the department. Some extra money has been provided for this purpose for this school year, 1950-51, but it is doubtful if it is sufficient for the purpose. The space provided for Electrical Engineering is not adequate or properly arranged to use the laboratories to best advantage.

The Civil Engineering department has been fortunate in acquiring a great deal of equipment during the past year, for the hydraulics laboratory. This equipment was acquired by Professor Thompson from a large number of manufacturers of pumps and turbines, at no cost to the University. A list of this equipment, as well as of the manufacturers that made the contributions, is on file in the Dean’s office.

RECOMMENDATIONS

The building needs of the College of Engineering concern the departments of Electrical Engineering and Architectural Engineering. Both of these departments are poorly housed, and adequate quarters should be provided as soon as possible. The following procedure is recommended in providing the above needs.

1. Build as much of the East section of the quadrangle, as possible, without disturbing the present electrical engineering laboratory. This section would
be two stories and match the present structure. By constructing only a part of the East section at a time, it would be possible to continue the use of the present electrical engineering laboratories during construction. The department could then move to the new section with the least interruption in the instructional program. If this unit could be constructed in the near future, it would save considerable money in the development of the electrical laboratories.

2. Build a separate building for Architectural Engineering. In addition to the Courses for Architectural Engineering students, the department teaches all Courses offered in the Engineering College for freshmen; therefore, the building would have to be designed to house both of these groups. The building could be a simple, one-story structure for the needs are primarily for drawing rooms and office space.

The major equipment needs are listed below.

Chemical Engineering needs an evaporator unit . . . . . . $10,000.00
Civil Engineering needs a Universal Testing Machine . . . . 5,000.00
Electrical Engineering needs a complete new switch board unit . . 10,000.00
Mechanical Engineering needs a steam turbine test set . . . . 20,000.00

Other units of equipment will be needed from time to time by the departments, but as a rule, such equipment can be provided from the equipment budgets.

HEATING AND WATER SYSTEM

The administrative set-up for the heating and water system was changed in September, 1950, so that this unit operates as a division of the College of Engineering. Formerly it operated under the Department of Mechanical Engineering. A Utilities Committee was appointed by the Dean's Office to work with the Superintendent of Utilities on special problems and on matters
of general policy affecting the division. One of the problems of this Committee was to plan for a continued use of the equipment in this division for instructional purposes.

The management of the Division of Utilities will center in a Superintendent of Utilities. Mr. Ross P. Thomas holds this position. Mr. Dee A. Braman was appointed as an Assistant to the Superintendent, in June, 1949. The departments in the division are set up to function in three areas: Operation, Maintenance, and New Construction.

The new heating plant has been in operation since 1949, and the problems involved in operation have been of a routine nature. Maintenance, likewise, has been of a routine nature. However, due to the age of a lot of the heating equipment now on the Campus, maintenance has become, and will continue to be, a major problem in the division.

New construction has demanded a great deal from the Superintendent and his staff over the past two years. A new reservoir was completed in 1949 for the water system, near Well Number 3. A new tunnel for the steam system was installed from Manhole Number 1, East to Manhole Number 1h. This new line will care for all the proposed construction in the block East of Quiyira Avenue. Also, new lines have been run in, to connect the Press building, the new Men's Dormitory, and the new Classroom building.

The following additional construction was completed for the water system: A ten-inch transite line from the old reservoir to the new dormitory, and an eight-inch line from the new dormitory to the new reservoir. A new Well, Number 4, was located on Yale Avenue, north of Campus Boulevard. The well was completed and put in operation in 1950. Two new transfer pumps were installed near Well Number 3 to care for the North addition to the golf course. If the
The construction program now planned for the Campus is carried out over the next few years, it will require several extensions to the steam distribution system. Therefore, it is doubtful if the construction program for this division will decrease very much in the near future.

Some of the salary scales in this division are too low, and an effort should be made to bring them into line in the very near future.
The activities of the Division of Extension and Adult Education include the regular credit courses carried on by extension class and by correspondence instruction. The extension class work shows a slight decline for the biennium, which is due to two main factors, namely to the decrease in demand from teachers whose professional training has risen markedly in recent years and to the lack of large enough numbers of students in the towns of the state to pay for the cost of operating the extension classes.

The non-credit classes which have been offered in Albuquerque under the Community Evening College have shown a phenomenal growth during the last two years. The enrollment has jumped from 1028 for the biennium of 1946-1948 to 2168 for 1948-1950.

The film library, for lack of added funds and of a definite policy of operation, has made no advancement for the biennium. Recommendations by the Extension Committee for a clearer policy are now in the process of formulation for the next biennium.

Pursuant to the request of the Governing Board of the Harwood Foundation of Taos, the Division of Extension and Adult Education was asked by the administration of the University to take over once more the operation of the services of the Harwood Foundation. This work was undertaken in April, 1949. Mrs. Helen Chandler Ryan was employed as resident director. Under her energetic leadership, the program of Harwood Foundation has grown steadily during the past months.
The general growth of the Division of Extension and Adult Education in recent years has made it necessary to reorganize the staff of the Division in terms of duties to be performed. Mrs. Lois Bruch was made Registrar for the Division, with chief responsibility for extension class and Community Evening College records and for operating the services under our contracts with the Veterans Administration and with the United States Armed Forces Institute. Miss Joan Anderson does the recording in the correspondence department, Mrs. Irma Thompson is Secretary and Mr. M. H. McMichael is Assistant Director.

The Division continues to be a member of the National University Extension Association.

The details of the work of the Division may best be revealed by the data included in the tables to follow, and in the rather complete report of the Director of the Harwood Foundation.
### EXTENSION DIVISION BIENNIAL ENROLLMENT

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<th>Department</th>
<th>1948-1949</th>
<th>1949-1950</th>
<th>Total</th>
</tr>
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<tr>
<td>Correspondence</td>
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<td>431</td>
<td>765</td>
</tr>
<tr>
<td>Extension Classes</td>
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<td>308</td>
<td>678</td>
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<tr>
<td>Community Evening College (Non-Credit)</td>
<td>783</td>
<td>1385</td>
<td>2168</td>
</tr>
<tr>
<td>TOTAL</td>
<td>1187</td>
<td>2124</td>
<td>3311</td>
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### EXTENSION DIVISION BIENNIAL ENROLLMENTS FOR TEN-YEAR PERIOD

(July 1, 1940 – June 30, 1950)

<table>
<thead>
<tr>
<th>Department</th>
<th>1940-42</th>
<th>1942-44</th>
<th>1944-46</th>
<th>1946-48</th>
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CORRESPONDENCE DIVISION

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Enrollments By Counties 1948-1950

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Sub-Total: 625

Other Enrollments:

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Sub-Total | 137 |
TOTAL      | 705 |

EXTENSION CLASSES

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**Semester I 1949-1950**

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**COMMUNITY EVENING COLLEGE**
(Non-Credit)

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Number of films 344
Number of film strips 45

Use of Films (two-year period)

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<th>Bookings</th>
<th>Percentage of total use</th>
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<td>Civic Clubs</td>
<td>57</td>
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<tr>
<td>Individuals</td>
<td>9</td>
<td>1%</td>
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<tr>
<td>Churches</td>
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<td>Total Bookings</td>
<td>1484</td>
<td>100%</td>
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25 Most Popular Films (two-year period)

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<td>Indians</td>
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<tr>
<td>Amazon Awakens</td>
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<tr>
<td>Shortest Way Home</td>
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</tr>
<tr>
<td>Alaska's Silver Millions</td>
<td>19</td>
</tr>
<tr>
<td>How Nature Protects Animals</td>
<td>18</td>
</tr>
<tr>
<td>Christmas Carol</td>
<td>17</td>
</tr>
<tr>
<td>Fiesta</td>
<td>17</td>
</tr>
<tr>
<td>Guadalajara</td>
<td>17</td>
</tr>
<tr>
<td>I Never Catch Cold</td>
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<tr>
<td>Mexico City</td>
<td>16</td>
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<tr>
<td>Our Neighbors Down the Road</td>
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</tr>
<tr>
<td>Yucatan</td>
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<tr>
<td>High Spots in High Country</td>
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</tr>
<tr>
<td>House Fly</td>
<td>15</td>
</tr>
<tr>
<td>Defense Against Invasion</td>
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<tr>
<td>Eyes &amp; Their Care</td>
<td>14</td>
</tr>
<tr>
<td>Farm Animals</td>
<td>14</td>
</tr>
<tr>
<td>Heart &amp; Circulation</td>
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<tr>
<td>Digestion of Foods</td>
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<tr>
<td>Flowers at Work</td>
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<tr>
<td>Grain that Built a Hemisphere</td>
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<tr>
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<td>Brazil</td>
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<td>Are You Popular</td>
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</table>

The rest of the films were used an average of 3.4 times each.
UNIVERSITY OF NEW MEXICO
Extension Division
HARWOOD FOUNDATION

Annual Report
for Period
February 1, 1949 — June 30, 1950

Respectfully Submitted

Helen Chandler Ryan, Director
UNIVERSITY OF NEW MEXICO

Extension Division

HARWOOD FOUNDATION

Taco

Tom L. Popejoy ------------------------ President, U,N,M.
Jesse T. Reid --------------- Director, Extension Division

Members of Governing Board, Harwood Foundation
(Now acting as advisory board)

Floyd Beutler ---------------------- President
Helen Baily Z. Brandenburg--------- Secretary
Bertha Ilfeld
Charles du Tant
Pasqual Martinez
Martin Hennings --------------- Chairman, Artists' Committee

Helen Chandler Ryan -------------- Director, Harwood Foundation
Toni Tarleton ------------------- Part-time Librarian
Naomi Britsin ------------------- Part-time Asst."
Wendell Anderson \----------------- Bookmobile Operator
Joe Vigil ------------------------- Caretaker
Dr. J. T. Reid
Director, Extension Division and Adult Education
University of New Mexico:

We who have worked in a trustee capacity with Mrs. Helen Chandler Ryan would like to take this method of informing University of New Mexico officials as to the high esteem in which we hold the present Harwood Foundation director.

We feel that Mrs. Ryan, through her efficient, diplomatic administration of the Foundation, has contributed greatly to the progress of cultural activity not only in Taos County, but throughout the state as well.

Her generalship and her all-round management ability have made the most difficult problems seem easy ones, and the current high degree of interest in all Foundation activities stems directly from both her humanizing influence and her energetic, capable administration.

Sincerely yours,

/s/ L. Pascual Martinez
/s/ Bertha R. Ilfeld
/s/ Floyd W. Beutler
/s/ Helen Z. Brandenburg
/s/ Chas du Tant
/s/ E. Martin Hennings
The following Annual Report is given in detailed form since a reorganisation of the administration of Harwood Foundation began in February 1949 when a Director was employed by the Extension Division of the University of New Mexico to work with the local Governing Board, but to be responsible directly to the University. It seems important that a complete picture should be given of conditions as they existed February 1, 1949, as they exist at the close of the fiscal year, 1949-50, and as these conditions relate to future planning. Reports for ensuing years can serve to augment this and can therefore be much more brief.

I. CONDITION OF PHYSICAL PLANT

A. EXTERIOR CONDITION

1. As of February 1, 1949

Outside: Walls of buildings cracked, in need of repairing, waterproofing and painting. Badly streaked from smoke of two furnaces. Woodwork around windows and doors in need of paint especially on south side of building where practically no paint remained and wood was dried out and cracked. Gutters to carry off water from roofs in bad condition. Driveway (main entrance) and patio muddy and gutted by drainage. Roof in need of repair.

Garden: Adobe walls crumbling away for lack of plastering; garden badly neglected; trees and shrubs in need of pruning and all in need of cleaning up.

2. As of June 30, 1950

Outside: Walls of buildings facing main patio repaired, waterproofed, and painted. This included replacing fire-wall above portal of building housing apartments #8 and #9, which had dis-integrated inside the outer shell of plaster. Painted all woodwork that face patio around windows and doors. Painting and waterproofing done by a University painter sent to Tete.

Standard University colors were used. While here the painter was housed in former kitchen of Harwood House.

This repair, painting and general cleaning up of the front patio (main entrance to building) served as a "face-lifting" and did a great deal to improve the appearance and tone of the Harwood Foundation. Not enough funds available to do all of building.
Replastered all bottom half of east wall of old Harwood House by Degen property. Work done by Ray Carr, contractor. All other work done by regular caretaker assisted by day labor.

Replastered south walls of old Harwood house. Replastered west wall of building housing apartments #8 and #9, next to Bisttram's studio.

Replaced roof on Apartment #9 and portal.

Repaired 2 outside stairways leading up to #9.

Painted woodwork (windows and doors) in patio of #8 and #9.

Painted woodwork (windows and doors) on south of old Harwood House.

Garden walls (adobe) repaired and plastered except for high wall in southeast corner. Garden cleaned up, fertilized, trees pruned and dead branches cut out, flower beds planted and vines trained up.

Five small shade trees, donated by the Agricultural Extension Agent and ten junipers from the Forest Service have been planted; the garden is now flourishing.

Driveway cleaned up, but nothing done to remedy mud and bad drainage.

Oil tanks and wood piles (for apartments) put out of sight as much as possible.

3. NEEDS AND RECOMMENDATIONS:

Remainder of buildings need cracks repaired, water-proofing and painting.

Woodwork around remainder of windows needs painting.

Southeast corner of Apt. #6 needs repair, badly damaged by water owing to inadequate drainage; thick adobe walls are wet and stained clear through to the inside. This damage resulted from improper drainage and export advice needed to take care of it properly.

Porches, both front and back of #9 need repair.

Stone walls in garden back of library building need repair.

Adobe garden walls in Southeast corner should be plastered before they disintegrate.

Area which is behind old Harwood living rooms (used for public purposes) should be cleaned up, planted with shrubs and a grill built for recreational use of summer students and tenants. Fish pond in upper garden terrace needs waterproofing and planting with water plants and fish.

Driveway should be black-topped and flower beds beside it should be replanted, and made more attractive.

Need better outside lighting for entrance to gallery-auditorium and library.
B. INSIDE

1. AS OF FEBRUARY 1, 1940

(a) Main Building

1. Entrance Hall: Ceiling and walls discolored by stains from leaky roof, and from smoke from furnace; floor dirty around edges from accumulation of old wax and dirt. Stairs worn off in center for lack of stair treads; furniture in need of cleaning and waxing.

2. Library and Adjacent Gallery - Rooms themselves in quite good condition, have much charm. Need only to have walls redecorated, doors and windows weatherstripped before winter, and general house-cleaning.

3. Library Office and Bookmobile Room - very dirty, and used mainly as store room for books not yet catalogued or being discarded. Too cold to use in winter.

4. Office of Director - good condition but also in need of thorough cleaning. Valuable Indian rugs and blankets stored in closet, badly eaten by moths. No filing cabinet, no typewriter.

5. Main gallery, stage, and small gallery all in need of redecorating and thorough house-cleaning. Floors need cleaning and waxing. Walls badly pitted with nail holes. Windows and door on stage need weatherstripping to shut out cold and save heating costs.

6. Kitchen - fair condition, pretty clean, but lacking adequate equipment.

7. Furnace - in Main building smokes badly. Slack coal is used with iron fireman and coal dusts sifts through whole building. Also smoke and soot from chimney outside makes not only Harwood buildings, but houses in the neighborhood dirty, and streaked. Neighbors complain about this.

(b) Store Rooms; need general cleaning and discarding of useless and worn out things. Also some valuable pieces of furniture that are broken, need repairing and refinishing.

(c) Carpenters Shop and Office (combined) has no heat in winter, dirt floor, inadequate work space.
(d) APARTMENTS

Total of 9 apartments, including old Harwood living room, library, kitchen and pantry, listed as $5, but not rented as apartment.

All apartments in bad repair and in need of extensive renovation. Floors, badly worn and splintery, doors and windows in need of repair and weather-stripping; all apartments need redecorating. Furnishings need to be augmented; springs and mattresses worn out, and only two easy chairs in all of apartments; very few lamps; rugs scarce and badly worn. Not enough money had been available to keep apartments in good condition and as they ran down rents had to be lowered, which lessened income still more. There were many vacancies.

On February 1, 1949 three apartments were empty and hence unheated (tenants furnish heat). Water pipes in $4 had frozen and burst causing extensive damage and heavy plumbing bills.

Heating: All apartments heated by oil burning stoves and up-slightly oil drums feeding these sit on roofs or in patio. Filling some drums necessitates walking on roof which causes cracks and leaks with resultant roof repair expense. Oil is expensive and Tacos winters severe. Heating apartments in this way is costly for tenants (e.g., oil bill for one oil burner in $6 was $32.00 for February, 1949, and this was inadequate heat for whole apartment). All apartments in need of weather-stripping to cut down "weather leaks" and heating costs.

Water for apartments (baths and kitchens) heated by two furnaces (one in old building and one in new building), augmented by two automatic propane gas heaters. Gas bills were running as high as $71.59 (Jan. 1949) to furnish hot water and three apartments were vacant. No other connection on Harwood gas tank.

Electric wiring in some apartments (particularly old Harwood living quarters) in bad condition and were constant fire hazard.

2. AS OF JUNE 30, 1950

(a) Main Building

1. Entrance Hall: Ceiling and walls painted by caretaker and day-labor assistant; floors cleaned of old wax and dirt and re-waxed; rubber stair treads installed.

2. Library and Adjacent gallery: Thorough house cleaning; floors kept cleaned and waxed; some rearrangement of furniture and decoration, all furniture washed and waxed, leather seats in chairs saddle-soaped and repaired.

3. Library Office and Bookmobile Room: Old books discarded, more book shelves provided (made by caretaker from materials on hand). Door closed up leading to Apt. 47 and stairs removed; thorough cleaning and rearranging. Desk space rented to American Red Cross for $10 per month.
4. Office of Director: Thorough cleaning and waxing. Contents of closet aired and de-mothed then woolens packed away in trunks with moth crystals. Several paintings of Burt Harwood taken out of storage and hung in halls and public rooms of old building. Metal filing cabinet and typewriter purchased; office supplies and stationery purchased.

5 & 6. Main Gallery, Stage and Small Gallery and Kitchen: No redecorating, yet, except patching up spots in small gallery and stage. Windows repaired and weather-stripped, stage door panelled with cedar to shut out cold, effecting a saving in heating costs. Housecleaning and rearrangement. Little Theatre purchased maroon corduroy stage curtains to be used by Harwood when not in use elsewhere.

7. Furnace: Some repairs have largely eliminated smoking within building, but still is great source of dirt to whole building and surrounding area.

(b) All storerooms thoroughly cleaned and re-organized; old coal ranges discarded also other worn-out and useless articles cleared out. Boxes of Mrs. Harwood’s personal clothing and other possessions sorted; usable clothing etc. given to the Little Theatre for costumes. Personal photographs etc. repacked for safe-keeping. Large and commodious cupboard moved to caretaker’s shop.

(c) Caretaker’s Shop and Office - cleaned and re-organized.

(d) Apartments:
All apartments renovated, including repairs, patching plastered walls, replacing worn-out floor boards, building cupboards, repairing plumbing, kastening walls, painting woodwork where necessary, painting or varnishing floors; sanding and refinishing living room floors in Apartments #3, 6, and 9.

Lighting: Apartments #3 and 4, formerly connected to Harwood meter, including Apt. #7, halls, patio lights, etc., rewired to take light charge off Harwood and give to tenants on same meter as electric stoves. Apts. #2 and #9 rewired to put lights on same meter as electric range and thus save expense for tenants. #5 rewired by caretaker to get rid of old wires that were bad fire hazard.

New curtains and couch-covers provided where needed. Furniture transferred to Harwood from Kirtland Field has added greatly to comfort and appearance of apartments. This included new springs and mattresses (some mattresses are inner-spring and others only cotton felt), upholstered easy and occasional chairs, floor lamps and Navy goose-neck lamps, two 9 x 12 rugs (one badly worn) one 6 x 9 rug, bookcases, 2 studio couches, 2 davenport for public rooms in old building. Some University furniture was badly worn and has been refinished and re-upholstered.
Several old handmade Harwood chairs have been repaired and refinished. Results: Better rental returns, better satisfied tenants; apartments of which the University need not be ashamed.

**Heating**: Apartment #3 is heated by furnace; Apt. #4's bathroom heated by furnace; one small hot air register in living room is entirely inadequate for heat. Apt. #5 heated by furnace, but must be augmented by coal stove. Condition of furnace: furnace heating part of old building is antiquated hot air furnace using soft coal, hard to control and is entirely inadequate. Apt. #5: Tenants of other apartments have complained of the activities carried on here because there is no soundproofing or insulation of walls and thin ceiling, and noises penetrate to and from apartment.

### APARTMENT RENT SCHEDULE
Harwood furnishes basic furniture and curtains, cooking and heating stoves, ice boxes (not electric), water, including hot water; no bedding, linens, dishes or cooking equipment. Tenants pay all utilities.

<table>
<thead>
<tr>
<th>APARTMENT</th>
<th>RENTS AS OF FEBRUARY 1, 1949</th>
<th>RENTS AS OF JUNE 30, 1950</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. 1</td>
<td>$30.00</td>
<td>$37.50</td>
</tr>
<tr>
<td>No. 2</td>
<td>20.00 (unoccupied)</td>
<td>35.00</td>
</tr>
<tr>
<td>No. 3</td>
<td>50.00 (including heat)</td>
<td>60.00</td>
</tr>
<tr>
<td>No. 4</td>
<td>40.00 (unoccupied)</td>
<td>50.00 (on long-term rental)</td>
</tr>
<tr>
<td>No. 5</td>
<td>35.00 (large room rented to public school $25; 2 small rooms for private nursery at $10)</td>
<td>15% Sept to June. Used for public purposes.</td>
</tr>
<tr>
<td>No. 6</td>
<td>40.00 (unoccupied)</td>
<td>Occupied by Director</td>
</tr>
<tr>
<td>No. 7</td>
<td>Rent-Free to Bookmobile Operator</td>
<td>80.00 on weekly basis: $20 per week with linens, bedding, dishes, cooking equipment and utilities furnished for summer months. Regular monthly rate $60.00</td>
</tr>
<tr>
<td>No. 8</td>
<td>45.00</td>
<td>55.00 (on long-term rental)</td>
</tr>
<tr>
<td>No. 9</td>
<td>50.00</td>
<td>65.00</td>
</tr>
</tbody>
</table>
1. CONDITION OF PHYSICAL PLANT
   B. INSIDE

   3. NEEDS AND RECOMMENDATIONS:

   All of public building (Library, Galleries, Offices) need
   redecorating - walls are very dirty.
   
   Need facilities for displaying safely the valuable collection
   of old Santos, most of which were given to the Harwood Founda-
   tion by Isabel Dodge Luhan. Should be either recessed panels
   in wall covered by glass, or shallow glass cases hung on walls
   that can be locked.
   
   Need glass cases to display Indian relics of Harwood collection.
   
   Need better lighting in small gallery and two offices.
   
   Need to supplement furnace heat in outer office. May put in
   gas heater.
   
   Need metal covers for radiators to protect walls.
   
   Need shelves built in storage closet.
   
   Combination bookcase with storage cupboards beneath for office
   supplies.
   
   Stage: Need new curtains for windows, proscenium, and cyclorama.
   
   Furnace: Strongly recommend conversion to gas (or oil). Believe
   saving in labor and in damage to building from smoke and soot would
   be considerable as well as a great convenience.
   
   Store Rooms: Building of some shelves would help greatly in
   storage.
   
   Caretaker's Shop and Office: Needs floor (or oil on dirt), gas
   stove for heat, and adequate work bench with vice and other equipment.
   
   Apartments: Repairs where needed and more weather-stripping;
   sanding and refinishing more floors (or laying new floors);
   building more cupboards for kitchens and bathrooms.
   
   Need full size bath-tub in Apt. 31. (Present one is very small.
   Rugs and Curtains needed.
   
   Heating is inadequate and expensive - strongly recommend conversion
   from oil heaters to gas. Two small gas heaters can be much more
   satisfactory than one large oil heater and less expensive to operate.
   The Harwood could put in a larger Propane gas tank and either supply
   gas on a metered basis to the tenants, possibly charging one cent
   a gallon more than the wholesale cost; or, estimating the cost of
   the gas, pro-rate it among the apartments as a flat rental raise.
   Some natural gas heaters now available at University from Kirt-
   land Field that could be converted for Propane use.
Average gas bill per month around February 1, 1949 had been approximately $55.00, sometimes running as high as $74.59, but since checking the whole system for gas leaks and hot water leaks, and changing dealers, the average gas cost is now approximately $36.50 and the gas tank now carries, in addition to two water heaters, a gas range and two gas heaters in the Director's apartment. (See notation above re oil for one heater in Apartment #6 costing $32 for one month). This would seem to prove that gas, instead of oil, would be a great saving to tenants and would eliminate unsightly oil drums and damage to Harwood roofs from filling oil drums.

Apartment #5: The old Harwood kitchen and butler's pantry with two showers and two toilets installed sometime ago for student use during summer school should be completely revamped so that it would be usable either for public activities or as rental space.

Apartment #6: Repairs needed in southeast corner where there is bad water seepage through walls from outside. Need expert advice before attempting this.

Furnace: If furnace were converted to gas and hot air vents were re-arranged, it might heat adequately Apartments #2, 3, 4, 5, and hallways.

II. ACTIVITIES

A. WITHIN THE PLANT

1. GALLERIES

Term "Galleries" includes main gallery-auditorium with stage (that may be closed off), smaller gallery adjacent to it on second floor and also the long narrow room adjacent to main library on first floor where pictures are exhibited, usually referred to as downstairs gallery.

Facilities available to community without charge except when admission is involved or when activity limited to a private group. Then charges are made as follows:

Main gallery, stage, kitchen, etc. ........ $10.00 per night
" " " for rehearsals $1.50

(Little Theatre)
Small gallery, including kitchen ...... 5.00

Has been used by such organizations as:
4-H Clubs
County Agent, for public meetings
League of United Latin American Citizens
Music appreciation classes for children
(directed by Christine du Tant)
Art classes for children (taught by Jack Berkman
and open to all children. Children's party for Berk-
man.
World Federalists
Northern H. M. Bridge Tournament
Community Arts Council
Garden Club
Piano recitals (du Tant)
String Quartette, open to public, no charge
Little Theatre of Tace—meetings, no charge.
Performances using stage and gallery—pay rent.
Los Programas de Tace

**Gallery Exhibitions — 1949**
Victor Higgins had been Chairman, Artists Committee for Harwood
Board, for many years. After his death, August, 1949, Martin
Hennings was appointed Chairman. Harwood Gallery policies had
been set by the Governing Board and their appointed artist-
committee, but plan had drawn some criticism from the artists.
As a result, Director, (after conferring with Art Chairman)
invited all local artists (72) in May to tea, followed by open
discussion of Harwood gallery policies. 28 were present, and
the following action was taken:

(a) Three summer jury shows to be hung, each to hang one
month, and to open with public reception on first
Sunday evening of month.

(b) Jury of three members was elected for each show.

(c) Employment of gallery attendant recommended. Later, an
attendant, Robert Peters, was hired, and the following
plan evolved for paying him:

(1) a 10¢ token admission charge to gallery.
(2) Harwood to keep 25% commission on sales.
First $100 per month on combined commissions
and admissions to go to attendant — all above
$100 to be split 60% to attendant, 40% to
Harwood.

(d) Gallery to be kept open from 10 o'clock to noon and
from 1 o'clock to 5:00 p.m. six days a week and from
2 o'clock to 5:00 p.m. on Sundays during the summer.

(e) Policy for winter shows to be decided at second
meeting of artists in late August.
A second meeting of artists was called in September; tea served. Only 18 present, but many said "aspen season" for painting kept them away. Decided to have Fiesta Show for San Germaino Fiesta then Handicraft Show and Sale to include small pictures, lasting from Thanksgiving through Christmas.

No further general meetings of artists, but exhibit dates and hanging committee for each show designated by Art Committee Chairman and Director.

Main Gallery reserved (with few exceptions) for exhibits of resident Taos artists. Small gallery used for School exhibitions: University Field School of Art, Stetson School of Fine Art, Taos Valley Art School, Taos Public Schools, Museum of New Mexico travelling exhibitions, and photographic or print exhibitions. Public reception opens each new exhibition with committee from community taking charge of refreshments, etc.

Sometimes committee furnishes refreshments, sometimes expense taken from Gallery account. Attendance always good, sometimes reaching 150 or more. Summer receptions draw many out-of-town visitors.

SUMMER OF 1950

No attendant, no admission. Gallery open to all visitors, no active attempt at sale of pictures made, but notice of prices posted, with request that all inquiries regarding purchase be made at Library or Office.

During period covered by this report 44 States, District of Columbia, Hawaii and Puerto Rico were represented by visitors to galleries, in addition to visitors from the following foreign countries:

Canada
England
The Bahamas
China
Japan
Sweden

India
Germany
South Africa
Switzerland
Denmark
France

Mexico
Panama
Venezuela
Austria
Cuba

HANDICRAFT EXHIBITION AND SALE

Purpose: to encourage all workers in crafts who live in Taos County by providing place for display and market for sales to stimulate interest along new lines, thereby preserving the native arts of New Mexico. Only small commission taken to pay attendant and extra expenses incurred by Harwood.
Attendant paid at Christmas from commissions as follows:

10% on articles up to and including $5.00
15% " " " " " " " " $15.00
25% " " " " " " over "$15.00"

Very successful, $625 worth of crafts sold; attendant received $50.00 Harwood paid advertising and other incidental expenses. No competition with merchants since all who sold crafts were invited to display with signs: "Not for sale here, but at Blank Craft Shop". $625 was put into circulation for other Christmas spending in community.

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2. LIBRARY ACTIVITIES

(a) Harwood Library

Books Purchased . . . . . . . . . . 774 1949-50
Book Gifts . . . . . . . . . . . . . . . 775
Total Circulation . . . . . . . . 10,640
Average monthly circulation . . 903

Peak Circulation in one month . . . . 1,517

2 Part-time Librarians -- total work hours . . . 30
Slight amount of volunteer help.

Library open 10 to 12 a.m. and 2 to 5 p.m. Mondays through Saturdays. In December 1949, children in public schools, grades 3-6 inclusive were invited to the Harwood by classes with teachers, under the supervision of the school's Art Director. Children were taken on a tour through the Harwood galleries, offices and Library, were given time to browse in Library, and to apply for library cards; urged to tell parents about library facilities. Result: Circulation almost doubled the next month.

Late in January, 1950, the High School made similar visitations which brought the total circulation in March to 1,517 as compared with 610 during March, 1949.
Indian School was invited to visit, but transportation was not available.
Parochial schools invited to visit. Cancelled because of illness of Harwood Director.
County Schools also invited, but no transportation available.

Library Committee appointed by Harwood Board on recommendation of Director, gave some assistance.

Tea for teen-agers given by Library Committee to introduce new books. Summer 1949.

Children's Story Hour - (see also Children's Classes)
Very successful in summer 1949, carried on during fall-winter; stopped during Spring and Summer 1950 because attendance fell off, probably due to volunteer, untrained leader.


(b) BOOKMOBILE
Stated in operation as part of the Tace County Project under direction of Dr. J. T. Reid late in 1940. A new and smaller bookmobile purchased in 1948 was in operation as of February 1, 1949, but lack of funds, lack of proper supervision or coordination with County School system contributed to a meager service. Reports indicate that out of 42 schools only 17 were served with either books or films. Only 16 schools out of the 42 had electricity so that films had to be shown with power from generator attached to Bookmobile. Generator in bad condition, so those schools had no showing of films. Number of books available was inadequate for good service; very little money available to buy more books. Needless to say, County School Board was dissatisfied with quality of service thus rendered.

As of February 1, 1949, the County Schools had budgeted for school year 1948-49 $1700 to the Harwood to insure a Bookmobile program. This was a $500 increase over preceding year, and because of its State Library Extension granted matching fund of $500. The extra $500 from County was never received, however, due to a misunderstanding in the school system during a change in superintendents and a contested election.

For 1949-50, County School Board, under new superintendent, Felipe Trujillo, pledged $1700, and State Library Extension again granted matching fund of $500.
BOOKMOBILE (continued)

TOTAL FUNDS PLEDGED

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>County Schools</td>
<td>$1,700</td>
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<tr>
<td>Tacon Municipal Schools</td>
<td>200</td>
</tr>
<tr>
<td>Panasco Independent School District</td>
<td>100</td>
</tr>
<tr>
<td>Tacon Village</td>
<td>200</td>
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<tr>
<td>State Library Extension</td>
<td>500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$2,700</strong></td>
</tr>
</tbody>
</table>

Harwood Director called together representatives from various agencies to effect coordination of effort and to stimulate interest. As a result of the meeting plans were laid for local community support in each school district, for coordination of use of films furnished by Forest Service, Soil Conservation, Schools, Kit Carson Cooperative, County Agricultural Agent, and the Harwood. Confidence was restored in the possibility of a successful Bookmobile program, under close supervision of Harwood Director, in cooperation with County Superintendent and County school supervisor.

A new Director for Bookmobile was employed as of September 1949; new books ordered with assistance from State Library Extension; generator repaired so that schools without electricity could have films. Detailed plans were worked out for the program. Schedules as to time of Bookmobile arrival and films to be shown were mailed to schools in advance. Bookmobile operation continued throughout the school year without once missing a scheduled stop.

Educational films, practically all of which were obtained for postage charges only, were secured from the following sources:

- University of New Mexico Film Service
- New Mexico Museum
- U. S. Forest Service
- Soil Conservation
- American Red Cross
- Bell Telephone Company
- U. S. Fish and Wild Life
- National Park Service
- State Department of Public Health
- Tacon County Board of Education

Many films shown were of interest both to children and adults. Schools were encouraged to invite adults to attend film showing and to check out books.
Bookmobile (continued)

169 film programs were seen by a total of 13,650 teachers, students and visiting adults during the 1949-50 school year in Taos County. The total distance covered by the Bookmobile was 6,951 miles, during which 38 rural communities and 12 schools were served, including Jicarillo Pueblo.

Wendell Anderson, Bookmobile operator, is to be commended for his record of never missing a schedule, in spite of the fact that county roads are in many places in bad condition and often the road leading to school from highway is practically impassable in bad weather.

Harwood Director attended all county teachers' meetings and addressed groups on services of Bookmobile, in addition to other Harwood facilities. Director also attended Area Teachers' conferences in Arroyo Hondo, Questa, and Ojo Caliente at which effectiveness of Bookmobile service was discussed freely and suggestions obtained from teachers.

Close cooperation all year between the County Superintendent of Schools, County Board of Education and Harwood Director.
Result: Satisfaction and appreciation on the part of the county for Harwood services; increase in budget from $1700 to $1900 for Bookmobile service in 1950-51; Penasco Independent School District increased to $200. On strength of these increases in revenue, request has been sent to State Library Extension for matching fund of $600 for 1950-51

II. Activities

A. Within the Plant

5. UNIVERSITY SUMMER FIELD SCHOOL OF ART

(a) 1949: Director - Edwin Todd, University of New Mexico
Instructor - George Le Brun, Stanford University
Enrollment - 7.

5 Apartments occupied by 2 faculty families and model brought from University. Summer Session reimbursed Harwood for rent and utilities.

In previous years all Harwood apartment tenants vacated in order to establish dormitory facilities for summer students. Consequently tenants never interested in improving or maintaining their apartments and much damage was done by students. For first time (1949) students were housed in the community. This was accomplished by Director with assistance of a Housing Committee appointed by Chamber
of Commerce. Available housing facilities at reasonable rates were 
listed, and Director gave assistance to students in getting located. 
Very satisfactory results, both from the standpoint of the students 
and Harwood apartment rentals. No Taos artists were employed, but 
the student body visited several artist's studios.

**SUMMER PROGRAMS - 1949**

George Robert --------- Piano Concert
Erna Ferguson --------- "What is a New Mexican?"
Franco Newcomb ------- "Navajo Sand Paintings"
Dr. Juan B. Rael ------- "New Mexico Folklore"

These four programs given free to Taos residents and visitors.
Director of Summer Session, Dr. Riehboer had agreed we might have 
six lecture entertainments at the cost of $75.00 each. When enrollment 
was so small it was cut to three, and later Dr. Rael, who is a native 
of Arroyo Hondo agreed to come for expenses only. All lectures well 
received, particularly Dr. Rael's , which was given in Spanish, and 
attended by record audience of 153. A committee of outstanding 
Spanish American citizens arranged reception in gallery following 
the lecture and provided refreshments.

**SOCIAL EVENTS - Summer of 1949**

Public Reception for faculty and students coinciding with opening 
of June Gallery Exhibition of Taos artists.

School Picnic - July 4 - San Cristoval Ranch; cost pro-rated among 
students; bus for transportation paid for from school funds.

Joint picnic of three Taos Art Schools: Bisttram, Taos Valley School 
of Art, and University Summer Field School of Art.

(b) **SUMMER SCHOOL - 1950**

Director: Kenneth M. Adams, University of New Mexico

4 Taos Art Critics;
Ernest L. Blumenschein
Oscar Berneinghaus
Andrew Dasburg
Howard Cook

Indians used as models.

Enrollment: Limit of 20 advanced and graduate students. 
(Several applicants turned away)
Note: This was most successful summer Field School of Art in many years. Harwood Board sent resolution to University asking that Kenneth Adams be made permanent head of art session.

Housing of Students: same plan as 1949 with equally satisfactory results.

SUMMER PROGRAMS - 1950

Beatrice Swain . . . . . . "Brazil, Primeval and Progressive"
Dr. Hugh M. Miller . . . . "20th Century Tendencies in Modern Music"
Earl Robinson and
Jenny Wells Vincent . . . . "An Evening of American Folksongs"
Dr. Robert E. Barton Allen . "Communications in the Electronic Age"
Ruben Cubos . . . . . . . . "Folkmusic of New Mexico"
Dorothy Oline . . . . . . . . "What is the Future of New Mexico?"
John Goldmark . . . . . . . . . "Piano Concert"

All programs were given for a token fee of $25.00, except John Goldmark, who gave the concert in return for daily use of Harwood piano for practice at the noon hour - 12 to 2 p.m.

All programs in 1950 were given on Thursday nights in order to fit into the over-all Taos community plan of summer evening entertainments. Thursday night known as Harwood night.

SOCIAL EVENTS - 1950

Opening Reception for School Director, Kenneth M. Adams and Mrs. Adams and students in conjunction with the first summer exhibition of the work of Taos artists.

Buffet Supper for the students and respective husbands and wives, given by Mrs. and Mrs. Adams and Harwood Director in Director's apartment and garden.

Student body had several social events of their own.

. . . . . . . . . . . . . . . . . . . . .

IV. UNIVERSITY EXTENSION COURSES

First Semester 1949-50 - 2 courses given:

1. Tests and Measurements --- Psych. 131 - 3 hrs.
   Bright Greiner, Principal of Taos High School, Instructor
   Enrollment -- 11
   Place ---- Harwood Foundation, Taos
2. Arts and Crafts — Art Education 17 — 3 hrs.
   Alice Kinsinger, Art Supervisor, Taos Schools, Instructor
   Enrollment: 12
   Place — Harwood Foundation, Taos

Second Semester
One Course given:
   Problems of Teaching Profession — Educ. 171 — 3 hrs.
   Bright Greiner, Instructor
   Enrollment — 15
   Place — Public School, Costilla, New Mexico

Adult Education Courses — Non Credit

1. Theatre Direction — Edwin Snapp, University of New Mexico-Instructor
   Enrollment —
   Place — Harwood Foundation Stage and Gallery

2. Bookkeeping and Accounting — James Valentine, Instructor
   Enrollment — 16
   Place — Harwood Foundation, Taos
   Note: Class organized by Harwood as result of popular demand; fee of $10 per person paid to instructor for 16 meetings.

5. CHILDREN'S CLASSES

ART:
1. Class in progress Feb.1, 1949 continued from September 1948 to May, 1949
   Jack Berkman, Artist, Instructor
   Attendance averaged 40 to 50 each Saturday morning.
   Indians, Spanish-American and Anglos
   Note: Work of this class exhibited in Washington D.C. and Denver, also photographed in National Geographic Magazine of December, 1949. Teacher donated his time, classes free to all children. Public donated funds for materials.

2. Class 1949-50 (School year)
   Rex Delmith and Edwin Gamble, artists, instructors.
   Average attendance — 15
   Note: Teachers donate time, admission to classes free.

HANDICRAFT = SUMMER CLASSES 1949
1. Leather work
   Charles G. Ryan, Instructor
Pupils paid for material used.
Tools purchased by Harwood from funds left from Berkman art class and kept for future use.

2. Papier Mache Modelling
   Mrs. George Le Brun, Sculptor, Instructor
   (Wife of teacher in University Field School of Art)

3. Quilling
   Helen Jennings
   Minnie Randall
   Pupils furnished own materials

4. Story Hour:
   Two sections; older and younger children
   Sponsored by Library Committee of Harwood and P.T.A.
   Various mothers and adults conducted it.
   Attendance large during summer. (See "Library")

6. OTHER ACTIVITIES

(a) Community Arts Council
   Town meeting called at Harwood in March (after several committee meetings had been held prior to February 1, 1949) to discuss advisability of organizing a Community Arts Council; council members elected at meeting under following categories: Art (painting, sculpture); Music, Dance, Drama, Writing, Miscellaneous. Harwood Director elected Chairman of Council. Each categorical Chairman called meeting of interested persons to formulate recommendations; then reported to Council and Council reported back to another Town Meeting. Result: Some stimulation of interest in concerted community activity but insufficient to warrant carrying on such a Council.

(b) Public Receptions: See "Gallery" report above, also "Summer Field School of Art" and "Handicraft".

(c) Community Use of Building - Paying Rent

1. Little Theatre of Taos
   Rental paid; Space given free to theatre for storage of scenery and properties; 1/3 space under stage and all of closet space on stage.

   3 Plays presented, 2 nights each
   Rent (including rehearsals) $107.00
2. **Los Programas de Taos**

   2 Programs given
   Rent: £20.00

3. **NORTHERN NEW MEXICO DUPLICATE BRIDGE TOURNAMENT**

   1 night and 1 Sunday afternoon
   Rent: $15.00

4. **LEAGUE OF UNITED LATIN-AMERICAN CITIZENS**

   Were charged no rent for monthly meetings, but
   donated $2.00 toward light and heat expense after
   one meeting in gallery.

5. **MUSIC APPRECIATION FOR CHILDREN**

   Piano teacher had been using gallery free for this
   class of private pupils. After Board's decision to
   charge rent for private groups, teacher opened class
   to all children of community and no rent charge was
   made.

II. ACTIVITIES

B. **OUTSIDE THE PLANT**

1. See Bookmobile Report above.

2. Director's talks at County, District and Area Teachers' meetings.

3. Director gave Commencement Address at Taos Pueblo Indian
   Day School in May, 1949.

4. Liaison with all community groups and participation in
   community activities: PTA, Civic Committee, Chamber of
   Commerce, Los Programas, Christmas Committee, *Fiesta*.

5. Constant attention to public relations to tie University
   of New Mexico, through Harwood Foundation, to this area
   of the State in artistic, educational, and cultural
   activities.
III. **FINANCES**

Note: Any report on finances, from this office, will vary from a Business Office report, since in many instances expenditures have been made for the Harwood at the University and invoice copies are not in Harwood files. Purchase vouchers for the Harwood Foundation are made up in the Extension office or the Buildings and Grounds Office and submitted to the Business office. Also some monies from Harwood rentals etc. may have been received at the University after books have been closed at the end of the fiscal year. The financial statement below therefore is approximate, but not all-inclusive.

### INCOME SENT TO UNIVERSITY

<table>
<thead>
<tr>
<th>A. Income from Apartments</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>February 1, 1949 - June 30, 1949</td>
<td>$1004.40</td>
</tr>
<tr>
<td>July 1, 1949 - June 30, 1950</td>
<td>$328.37</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$4333.77</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B. Income from Auditorium and Gallery (Rentals Little Theatre, Los Program etc.)</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>1949</td>
<td>$53.50</td>
</tr>
<tr>
<td>1949-1950</td>
<td><strong>$117.00</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$170.50</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C. Other Income (for Bookmobile)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>February, 1949 to June 30, 1949</td>
<td>$1250.00</td>
</tr>
<tr>
<td>July 1, 1949 to June 30, 1950</td>
<td><strong>$2700.00</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$3950.00</strong></td>
</tr>
</tbody>
</table>

### EXPENDITURES (CLEARED THROUGH UNIVERSITY)

<table>
<thead>
<tr>
<th>A. Expenditures on Apartments (not including labor costs paid by Buildings and Grounds, U.M.M.)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to June 30, 1949</td>
<td><strong>$266.02</strong></td>
</tr>
<tr>
<td>July 1, 1949 - June 30, 1950</td>
<td><strong>$426.55</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$692.57</strong></td>
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</tbody>
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<table>
<thead>
<tr>
<th>B. Petty Cash (from March 22, 1949 when revolving fund established for petty cash expenditures to June 30, 1950)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>$350.74</strong></td>
<td></td>
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<tr>
<td><strong>$350.74</strong></td>
<td></td>
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</tbody>
</table>

| C. Expenditures for Children's Art and Handicraft Classes: Money collected by teacher, Jack Berumen prior to Feb 1, 1949 | **$107.55** |
| Spent for materials for class by teacher | **$78.21** |
| Balance sent to University with other Harwood funds | **$29.34** |
0. (continued)

Spent for Art Classes, Dolmith and Gamble, 1949-50 . . . . $19.85

Spent for Leather Class, tools and materials . . . $26.10
Less amount collected from pupils for
leather used and sent to University . . . . . . . . . . . . . . . . . 5.70
20.40

<table>
<thead>
<tr>
<th>Total money spent</th>
<th>Total money received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Berkman  $78.21</td>
<td>Berkman  $107.55</td>
</tr>
<tr>
<td>Dolmith  19.85</td>
<td>Leather  5.70</td>
</tr>
<tr>
<td>Leather cl.  26.10</td>
<td>class  113.25</td>
</tr>
<tr>
<td>124.16</td>
<td></td>
</tr>
</tbody>
</table>

Total expenditures  $124.16
Total Income  113.25
Deficit  10.91 paid by University

---

GALLERY ACCOUNT (Kept in Tacos)

Gallery receipts under paid attendant, June 1949 to September 1949
Admissions @ 10¢ per head . . . . . . . . . . . . . $167.71
25% Commissions on articles sold . . . . . . . . . . . . . 35.98
Paid to attendant . . . . . . . . . . . . . . . . . . 201.69  & 201.69
(Account cancelled out)

Gallery Petty Cash Account - September to Thams
(after attendant's serv)

Receipts (admissions and commissions) . . . . $42.23
Expenses
Cash on hand June 30, '50  $31.24
IV. RECOMMENDATIONS

A. Physical Plant

For detailed recommendations on physical plant see IA3;185.
Most important needs summarized as follows:

1. Repair cracks in concrete plaster, water-proof and paint remainder of buildings outside.
2. Redecorate interior of main public building (galleries, library, etc.)
3. Remodel Apt. #5 (old Harwood living quarters now used for public activities) for more efficient public use; insulate against sound; convert old kitchen and butler’s pantry etc. for rental purposes.
4. Convert furnace in main building to oil or gas.
5. Re-vamp furnace in old building for more efficient service and convert to oil or gas.
6. Replace old oil heating stoves in apartments with gas heaters.
7. Complete the renovation of apartments to make them completely modern, e.g., new floors where necessary; new cooking ranges; new heating facilities.

B. Administration

1. Most urgent need is stenographic help – at least half-time. Responsibilities of Director are heavy and greatly diversified, as can be discerned from this report. More time is needed for administration, public relations, and executive phases of work than is possible without adequate clerical assistance. This would also release time of librarian now given to bookkeeping, answering telephone, and taking messages when Director is occupied with matters outside the office.

2. More allowance for librarians’ pay. Growth of library circulation (see II, 2a p.11) and additional work involved in accessioning and cataloging new books (774 purchased and 775 gifts of books) is more than one person can do in 28 hours per week.

C. Policies and Programming

1. To create more appreciation of University’s contribution to Taos County, and to create better feeling toward University of New Mexico in this area.

2. To influence more students from Taos to enroll at University of New Mexico rather than at Colorado institutions or other New Mexico colleges.
7. To make more extension courses available. Harwood should be assured of offering, through the year, at least one or two extension courses taught by University faculty, especially in the field of education. This seems to be important enough for the University to ease the regulation that full expenses be met for each class. Such a program would make the University a much more potent factor in the community, especially in the schools.

4. Develop closer cooperation between various departments of the University and Harwood. (Many departments are unaware of the existence of the Harwood as a part of the University). For example: the Art department might send faculty exhibits; Library help in advisory capacity and through loans of books; Department of Education through educational workshops; Department of Government through sponsoring community forums; Music Department through sending programs; Spanish Department in providing speakers. (This department is being very helpful in giving books written in Spanish to the Library); other departments to furnish special programs and to give advisory assistance.

5. Harwood, as part of the University Extension Division to pick up the threads of the Taos County project and to act as a catalytic agent in stimulating community activities at the grass roots, as is being done by many Extension Divisions throughout the country. The needs of Taos county in coordinated activity are very real, and the University of New Mexico, through the Extension Division and the Harwood Foundation, seems the logical agency to give leadership in such a movement.

6. Harwood to be used as a place for conferences or conventions, state-wide or other.

7. To broaden the sponsorship of handicrafts so as to give guidance in better production; to offer a market twice yearly at the Harwood Foundation and to find permanent markets elsewhere, thus helping the economy of Taos county.

8. To obtain more local financial support for the Library, since this is the only public library in Taos county. Possibility that some such support might be obtained from County Commissioners.

9. To publish a pamphlet on the Harwood Foundation for distribution to visitors; to be published either by the Public Relations Department of the University or through the efforts of the Harwood Board.
The present age has been characterized as a time of confusion. Young men and women are asking whether one can be an optimist, whether one can plan for the future in view of the many predictions that the end of civilization is not far away. Is this a time in which every art must be discarded except the art of survival? History furnishes one answer to these young people. There have been other dreadful ages when civilization was threatened. Indeed, there have been civilizations so threatened which have been wiped out by war, pestilence, famine or degeneration. Some have been sunk without a trace. They left nothing to mankind. They are unwept, unhonored and unsung. But no small part of the great, unifying values which we possess today and by which mankind live have been bequeathed to us by other civilizations, some extinct, some still living. And many of these values, perhaps most of them, have been created under conditions which must have seemed as appalling as those which exist today. They have lain buried and have been resurrected. They have survived the wars of the past. We must believe that ours will survive the wars of the future. And so, unless we are to adopt the totalitarianism which we profess to oppose, our answer must be in the affirmative even if we accept the most pessimistic view of the future. Artists have always lived for the future, sacrificing present, material benefits for the hope of perpetuating in the hearts and minds of men the lofty conceptions which have been their inspiration. During the religious wars when men were gouging out the eyes of those who disagreed with them, artists great and humble continued by their labors to affirm their faith in man's spirit and the unity of his destiny. This is no retreat from reality. It takes courage and faith to build for the future when danger is present and the future is uncertain. These are qualities which our faculty and students (many of them veterans) have today. Their faith and their work merit our admiration and our support.

In this atomic age in which science has presented us with the alternatives of destruction or a better life, we affirm our faith in the future and choose to travel down the road of the arts toward a better life.

Building Needs

The emphasis at the University of New Mexico has been on quality of instruction before all else and for that we of the faculty are grateful. Nevertheless, I feel that I must say, as I have said in previous reports, that one of the most important needs of the College of Fine Arts is a new building or buildings specifically designed to fit the needs of the College. The president of a state university, which has recently completed the most modern music building in the United States, pointed out in a recent address before the National Association of Music Executives in State Universities that the public relations of that university and its enrollment in music, indeed the cultural climate of the whole state, had been greatly benefited by the dedication of this new building and this declaration of faith in the arts. Conversely, the lack of suitable facilities has, I
believe, been a deterrent to the development of our College of Fine Arts. Good students are attracted by proper facilities for study. With the possible exception of the Department of Art, we do not have enough students for the best results, which come only from the competition of a sufficiently large group of able students. The provision of adequate buildings for these departments is, therefore, in my opinion an important consideration in building a student body of the optimum size and thereby contributing to the cultural life of the State of New Mexico. Despite inadequate housing, our three departments have truly established an enviable national reputation. They deserve better housing in which to carry on their work.

Salaries

In line with rising costs of living, fairly widespread increases were made in salaries for the year 1949-50. However, for the current year only a very few small raises were possible and these for the purpose primarily of bringing certain members of the faculty up to the minimum salary scale for their respective ranks. Meanwhile, living costs have continued to increase. I respectfully urge that this matter be given the highest priority in connection with the appropriation for the coming biennium.

Graduate Record Examination

The graduate record examination is a test administered nationally to seniors in many of the leading universities of the United States and, therefore, gives a means of adjudging the value of the instructional program of each university. It is taken by all the graduating seniors of the College of Fine Arts and of most of the other colleges of the University. The examination is in two parts: The General Education Tests and the Advanced Tests (administered only to those seniors who are doing their major work in the particular field of knowledge tested). The only advanced test given in the fields covered by the College of Fine Arts is that in Art History.

A study of the graduate record examination at the University of New Mexico during the calendar years 1946-1949 by A.A. Wellock, Head of the University Counseling and Testing Services, indicates that on the General Education Tests students of the College of Fine Arts stood fourth among the Colleges of the University and slightly below the national average; whereas, on the Advanced Tests the Art students stood third (after Spanish and Geology) among the departments of the entire University. We are gratified that the great effort which has gone into the improvement of the teaching of art history has borne such good fruit.

However, the less satisfactory showing of our students on the General Education Tests is being called to the attention of our faculty with a view to taking steps to remedy this situation.

Another fact brought out by Dr. Wellock's report is that students of other colleges are graduating with less knowledge in the field of
the arts than in any of the other subjects covered by the General Education Tests. No figures are available on the College of Education as its seniors do not take the Graduate Record Examination. It seems to me that these results indicate that a similar examination by the faculties of these colleges is in order with a view to making provision in their curricula for some study in the field of the arts. The results cited above are to be expected in view of the fact that the arts are not represented in the group requirements of the other colleges and students are, therefore, channeled by the curricula into various other subjects in which, as a result, they do considerably better work. The College of Fine Arts would be prepared to set up and has offered to set up a course or courses in the field of the arts for this purpose, but this suggestion has not been acted upon. The College of Arts and Sciences has I think made a constructive gesture by setting up, during 1950-51, a 32-hour major in Art (see 1950-51 catalogue issue, page 99).

Enrollment

The records of my office reveal a total enrollment of 270 students who are doing the major portion of their work in the departments of Art, Drama and Music for Semester I, 1950-51. These were distributed among the three departments as follows: Art, 146; Drama, 53; Music, 71. Particularly noteworthy is the fact that the enrollment in Drama has continued to grow contrary to the trend in the University.

The following is a table showing the number of students enrolled for their major work in the College of Fine Arts at its organization in 1936 and for the regular sessions (summer sessions being excluded) of the past ten years, compiled from the above records:

<table>
<thead>
<tr>
<th>Year</th>
<th>Term</th>
<th>(1)</th>
<th>(2)</th>
<th>(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1936-37</td>
<td></td>
<td>34</td>
<td>36</td>
<td></td>
</tr>
<tr>
<td>1940-41</td>
<td></td>
<td>79</td>
<td>62</td>
<td></td>
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<tr>
<td>1941-42</td>
<td></td>
<td>54</td>
<td>41</td>
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<tr>
<td>1942-43</td>
<td></td>
<td>71</td>
<td>57</td>
<td></td>
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<tr>
<td>1943-44</td>
<td></td>
<td>105</td>
<td>86</td>
<td>89</td>
</tr>
<tr>
<td>1944-45</td>
<td></td>
<td>105</td>
<td>128</td>
<td>119</td>
</tr>
<tr>
<td>1945-46</td>
<td></td>
<td>133</td>
<td>153</td>
<td></td>
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<tr>
<td>1946-47</td>
<td></td>
<td>213</td>
<td>224</td>
<td></td>
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<tr>
<td>1947-48</td>
<td></td>
<td>299</td>
<td>274</td>
<td></td>
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<tr>
<td>1948-49</td>
<td></td>
<td>328</td>
<td>279</td>
<td></td>
</tr>
<tr>
<td>1949-50</td>
<td></td>
<td>307</td>
<td>293</td>
<td></td>
</tr>
<tr>
<td>1950-51</td>
<td></td>
<td>270</td>
<td></td>
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An examination of the relation between the total student credit hours in the colleges of instruction and the student credit hours in the College of Fine Arts indicates that the student credit hours, like the enrollments, represent slightly over 6% of the total in the University and that they fluctuate in practically the same manner as the enrollments in the College. This, it seems to me, indicates that students of other Colleges are not enrolling in large numbers in courses in the arts, a conclusion which seems to be verified by the results of the Graduate Record Examination referred to above.
Departments of the College

ART

The Art Department has added two new members to its faculty: Assistant Professor Bainbridge Bunting in the field of Art History and Assistant Professor John Poore in the field of crafts. Both of these men have had excellent training and background. Mr. Bunting has almost completed his graduate work at Harvard toward a Ph.D. and Mr. Poore holds a Master's Degree from the University of Tennessee. In addition, Mr. Walter Hook is serving as Instructor in Art under a temporary appointment.

Prof. Haas was granted leave for the year 1949-50 during which period he served as Lecturer in Art and completed residence requirements for a Ph.D. in Art History at the University of California.

Associate Professor Mela Sedillo-Koeber was also granted leave during the school years 1948-50 and resigned from the faculty at the beginning of the 1950-51 school year. During her leave of absence Mrs. Koeber was replaced by Miss Maud Summers.

During the past year the Department of Art instituted a program of engaging a visiting painter to assist in instruction each semester. This program was set up for the purpose of acquainting the students with contemporary trends as represented in the work and thought of these visiting painters. The first of these was Mr. Frederick O'Hara. The second, now teaching, is Mr. Howard Schleeter.

Improvements in the department have been concentrated mainly in the field of Art History, and also in the fields of Crafts, Weaving and Ceramics in which an attempt is being made to pay especial attention to the indigenous art interests of the state. The improvements are reflected not only in the increased number of students taking these courses but in the addition of new equipment. The department is now equipped to teach a complete jewelry course from stone-cutting and polishing to actual construction of originally designed jewelry. The opportunity to study weaving has been enlarged by the addition of ten new looms, six of which were given to the department. Facilities in the field of ceramics have been increased by the addition of a new large kiln and two small experimental ones. With this new equipment Prof. Edwin Todd has carried on experimentation with local clays and glazes, but instruction in this field has been hindered by a lack of space in which to accommodate the students who wish to enroll.

The Art History courses have benefited during the biennium by the acquisition of cabinets to accommodate the ever growing collection of slides (about 15,000 at present) most of which have been made in the department's photographic laboratory. Storage space has also been provided in which larger mounted pictorial material can be stored.

Although the enrollment of Art majors has dropped during the past semester, the load of the department measured in terms of the actual number of students enrolled in the various courses has, according to the records of the department, increased above that at the beginning of the biennium.
The graduate program has shown a substantial increase during the biennium, from four graduate majors at the beginning of this period to eighteen at the present time. We are offering three types of Master's Degrees: the first with a major in the History of Art, involving a written thesis; the second, a combination of Painting and Art History, requiring evidence of scholarly ability in both fields; and the third, requiring evidence of scholarly ability in Art History as well as professional attainment in the field of Painting, substantiated by a one-man show. The graduate program has been aided by the presence of the Visiting Painters referred to above, the addition of books to the library and the additional visual material now available.

The foregoing activities have created a need for additional facilities which can be summarized as follows:

1. Space for the exhibition and study of the pictorial material referred to above.
2. Space for the ceramics classes now crowded into an inadequate area.
3. Space for the overcrowded classes in the graphic arts.
4. Increased gallery space; even the smallest of travelling exhibits is too large to be shown in the Art Department Gallery.
5. A number of individual studios for graduate students.

MUSIC

The most noteworthy event of the biennium as far as the Department of Music is concerned was the recent election of the Department as an associate member of the National Association of Schools of Music.

The following appointments have been made in the Music Department:

Robert E. Dahnert, Assistant Professor of Music
Hans Lange, Assistant Professor of Music (temporary during Prof. Frederick's absence)
Donald McRae, Instructor in Music
James F. Quarles, Professor of Music (temporary during Prof. Keller's absence)
Charlotte Warren, Instructor in Music (temporary replacement for Mrs. Redman)

Assistant Professor Bess Curry Redman was retired from active duty by reason of ill health as of July 1, 1949.

On July 1, 1950, Associate Professor Walter Burrous Keller returned to the campus after two years of graduate study in Music at Harvard University.

Associate Professor Kurt Frederick has been granted a year's sabbatical leave for research in music at the Eastman School of Music at Rochester, New York, and Associate Professor George Robert has been
granted a year's leave of absence for professional engagements on the concert stage with the First Piano Quartet.

I can hardly overstate the well-nigh intolerable bedlam of the inadequately sound proofed temporary building in which a large part of the department's activities are being carried on. This should be remedied before another academic year commences.

DRAMA

Growth was the keynote for the Department of Drama during the biennium. The number of public performances by the University Theatre was 31, an increase of 16 over the preceding biennium. Audience interest continued to mount with season ticket purchases showing a forty per cent increase over previous sales records.

Both the Student Workshop Theatre and the High School Extension Service expanded in scope. Nine bills of Student Workshop Theatre one act plays were presented before invited audiences on the campus; two of the plays were performed at the Veterans Hospital in Albuquerque and a third was presented at Bernalillo High School as a benefit for that school's drama club.

Prof. Edwin Snapp gave a number of lectures before high school drama classes and dramatic clubs in Portales, Las Cruces, Truth or Consequences, and Bernalillo and gave short lecture courses in general theatre practice at Taos and Santa Fe. Some seventeen other New Mexico schools received playscripts and costumes on loan through the department's Extension Service.

The Department of Drama, which has long maintained a membership in the American Educational Theatre Association, was admitted to membership in the National Theatre Conference in November, 1949. This membership was, in part, made possible by the administration's assignment of additional space to the department for use as permanent offices and class and rehearsal rooms.

The construction of an orchestra pit in Rodey Hall during the summer of 1949 made possible the collaboration between the Art, Music and Drama staffs on a large scale production of Henrik Ibsen's "Peer Gynt." Prof. Kurt Frederick conducted a student orchestra and chorus using Edvard Grieg's score.

Major productions presented during the period reflected the department's policy of offering its students and audiences alike a wide range of theatrical experience and enjoyment. The eight plays produced for the public included two classics, Twelfth Night and Peer Gynt; a light musical, The Fireman's Flame; and five modern plays of varied appeal: The Hasty Heart, Another Language, Outward Bound, Dream Girl and The Madwoman of Chaillot.

In addition, the department cooperated with the New Mexico Player's Guild, an organization composed entirely of students and graduates of the University, in the production of three plays during the summer of 1949.

There is an acute need for the enlargement of Rodey Hall so as to make possible a larger seating capacity. At present the plays presented run for ten nights and this places a severe burden on the student players. Furthermore, the theatre is without adequate toilet facilities. I earnestly urge that both these improvements be made promptly.
Publications and Professional Activities

DEPARTMENT of ART

Publications

Adams: Portfolio of Lithographs, University of New Mexico Press, 1950.


Research

Todd: Experiments with native New Mexican minerals in making ceramic clays and glazes.

Offices and Memberships

Adams: Member, National Academy of Design; Audobon Artist Society; Prairie Print Makers.

Bunting: Member, College Art Association.

Davey: Director, National Academy of Design, Independent Society, Artists' Equity; Member, National Association of Portrait Painters, Painter Engraver Society, Taos Society.

Douglass: Member, Artists's Equity; Delta Phi Delta (honorary); Tau Kappa Alpha.

Haas: Member, College Art Association; San Francisco Art Association; Photographers Association of America; American Institute of Archaeology; American Anthropology Association.

Hook: Member, New Mexico Art Education Association; Phi Kappa Phi.

Poore: Member, Rotary Club; Albuquerque Junior Chamber of Commerce, Phi Delta Kappa.

Tatschi: Advisor to Board of Directors of Albuquerque Civic Symphony Society.

Todd: Member, War Resisters League; General Semantics Institute.

Creative Work and Exhibits

The members of the faculty of the Department of Art have continued a varied program of creative work and during the biennium have completed well in excess of fifty oil paintings, one hundred and fifty water colors and a large number of lithographs, monotypes, pastels, woodblocks and statues as well as numerous pieces of pottery, furniture and the designs for several houses. Virtually every member of the Art faculty has exhibited paintings and other works of art in numerous places throughout the United States, including exhibitions at the Metropolitan Museum, National Academy, Milch Gallery, and Grand Central Gallery in New York.

Prizes and Honors

Adams: Grand prize, 1949 New Mexico State Fair; Painting "The Reapers" accepted for exhibition at the Metropolitan Museum of Fine Art, New York City.


Haas: First prize for Expressionist Painting, 1948 New Mexico State Fair; Certificate of Merit for color transparency, 1950 Professional Photographers Show, Cleveland, Ohio.

Poore: Scholarship to Rhode Island School of Design, 1948.


Todd: First prizes for sculpture, 1949 New Mexico State Fair and 1949 Arizona State Fair.

Departmental Art Exhibits

During the past two years thirty-five different exhibitions have been presented in the gallery of the Fine Arts Building. Outstanding among these were one-man shows of Peter Hurd, James McClay, Julius Engel, Howard Schleeter and John Skolle; a joint exhibit of Adja Yunkers and Chiura Obata; a "National Art Week" show, exhibiting works of outstanding New Mexico painters; the third and fourth annual exhibit of Printmakers of New Mexico; and the eighth and ninth annual exhibits of works by members of the Art Department Faculty.

Since September of this year, the department has instituted a continuous program of exhibits of student work in the Art Gallery. In addition to the student shows it plans to focus attention on several outstanding shows during the year instead of numerous small shows. During the last biennium the Jonson Gallery has been built by the University and opened with Prof. Raymond Jonson as curator. Its first show took place January 8, 1950, with a selection of thirty-eight retrospective paintings by Raymond Jonson taken from the collection belonging to the University of New Mexico. Since that time, there have been three additional exhibitions of paintings by Raymond Jonson and five of works by other artists. During the current year this gallery has had approximately 2500 visitors.

DEPARTMENT of MUSIC

Publications


Robb; "Opera in the Southwest", Music Clubs Magazine, February, 1950; "Intolerance in the Musical World", Southwestern Musician (forthcoming); "The Origins of a New Mexico Folksong", New Mexico Folklore Record (forthcoming).

Research

Robb: Research into nature of New Mexico folk music (206 recordings collected during the biennium).

Offices and Memberships

Ancona: State Chairman, Young Artists Auditions, National Federation of Music Clubs; Member, American Guild of Organists, Sigma Alpha Iota.
Kunkel: Member, Music Educators' National Conference.

Lange: American Association of Composers and Conductors; American Federation of Musicians Local 802, New York.

McRae: Phi Kappa Phi, College Music Association.

Miller, H.M.: Chairman, College Section New Mexico Music Educators Association; Member, Music Teachers National Association, National Association of Music Executives in State Universities, Phi Kappa Phi, Phi Mu Alpha.

Snow: Member, Sigma Alpha Iota, International Society for Contemporary Music.

Robb: Regional Advisor, American Association of Composers and Conductors; Member, National Association of Music Executives in State Universities, American Composers Alliance.

Schoenfeld: Member, Pi Kappa Lambda, Music Library Association.

Papers


Creative Activities


Services to the Public


Kunkel: Solo Flutist, Albuquerque Civic Symphony Orchestra; Director Ballut Abyad Shrine Band.


Robb: Director, Albuquerque Community Concerts Association.

Schoenfeld: Piano Soloist with Albuquerque Civic Symphony Orchestra.
Publications


Research

Miller, J.H.: Color Correction for Theatrical Stage Photography.

Papers


Respectfully submitted,

J. D. Robb, Dean
The Graduate School functions in an integrating capacity for graduate instruction as offered by the various departments and colleges of the University. The general supervision of the Graduate School is vested in the Graduate Committee, which is one of the standing committees of the University Faculty. The affairs of the Committee are administered by the Graduate Dean and his Administrative Assistant.

The University Faculty has recently defined the functions of the Graduate Committee as follows:

The general supervision of the Graduate School is vested in the Graduate Committee, which advises with the President when a Graduate Dean is to be appointed. This Committee, conjointly with the Graduate Dean and subject to the approval of the General Faculty, determines and maintains the general policies of the Graduate School, coordinates graduate activities throughout the University, passes on new programs leading to advanced degrees, establishes general regulations for admission to the Graduate School, determines the general requirements for advanced degrees and recommends the granting of honorary degrees and of degrees for candidates who have completed their work. The Graduate Committee also approves the courses for which graduate credit is given and the instructors who are to give work for graduate credit; subject to administrative approval it awards fellowships and scholarships. The Committee also passes upon departmental recommendations for the appointment of graduate assistants, in the sense that it determines the suitability of such candidates to do graduate work.

The present Dean of the Graduate School took office on July 1, 1949, and the Administrative Assistant, Miss Katherine Simons, assumed office in August, 1948. The following staff members served as members of the Graduate Committee for both years of the biennium: Professors Castetter, Diefendorf, Hill, Miller, Parish, Reeve, Riebsomer and Tapy. Professors Boldyreff, Rubank, Kercheville, MacCurdy, McMurray, Pearce, Peterson and Regener served for part of the biennium.
Enrollment.

Enrollment figures for the biennium are as follows:

| Semester I, 1948-49 | 364 |
| Semester II, 1948-49 | 369 |
| Semester I, 1949-50 | 511 |
| Semester II, 1949-50 | 538 |
| Semester I, 1950-51 | 747 |

Summer Session, 1949: 509
Summer Session, 1950: 594

The marked increase in enrollment experienced by the Graduate School during the 1947-49 biennium has continued during the current biennium. Several tangible factors are responsible for this increase: namely (1) continued expansion and strengthening of the graduate program at both the master's degree and doctor's degree level, making graduate offerings more attractive to a wider circle of students; (2) encouragement by public school systems of teachers, supervisors, and administrators to secure additional graduate training in their respective fields; (3) a continued shift of veteran enrollment from lower to higher levels of instruction. This has been stimulated by the establishment of the July, 1951, deadline for veterans taking advantage of the G.I. bill covering Federal financial assistance.

The enrollment outlook for the immediate future indicates a sharp drop for the academic year 1951-52 and possibly for semester II, 1950-51. This outlook is supported by the current and prospective military situation, which will draw many students and prospective students into various branches of the armed services.
Enrollment breakdown by departments for Semester I, 1950-51 is as follows:

<table>
<thead>
<tr>
<th>Department</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthropology</td>
<td>42</td>
</tr>
<tr>
<td>Art</td>
<td>17</td>
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<tr>
<td>Biology</td>
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</tr>
<tr>
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<td>16</td>
</tr>
<tr>
<td>Education Administration</td>
<td>43</td>
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<tr>
<td>Elementary Education</td>
<td>10</td>
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<tr>
<td>Physical Education</td>
<td>27</td>
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<tr>
<td>Secondary Education</td>
<td>3</td>
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<tr>
<td>Chemical Engineering</td>
<td>22</td>
</tr>
<tr>
<td>Civil Engineering</td>
<td>15</td>
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<tr>
<td>Electrical Engineering</td>
<td>27</td>
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<tr>
<td>Mechanical Engineering</td>
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<tr>
<td>English</td>
<td>23</td>
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<td>14</td>
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<tr>
<td>History</td>
<td>28</td>
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<tr>
<td>I.A.A.</td>
<td>2</td>
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<tr>
<td>Mathematics</td>
<td>10</td>
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<tr>
<td>Modern Languages</td>
<td>23</td>
</tr>
<tr>
<td>Music</td>
<td>6</td>
</tr>
<tr>
<td>Philosophy</td>
<td>2</td>
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<tr>
<td>Physics</td>
<td>26</td>
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<tr>
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<td>16</td>
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<tr>
<td>Sociology</td>
<td>7</td>
</tr>
<tr>
<td>Speech</td>
<td>6</td>
</tr>
<tr>
<td>Specials</td>
<td>43</td>
</tr>
<tr>
<td>TOTAL</td>
<td>127</td>
</tr>
</tbody>
</table>

Degrees Conferred.

During the biennium, 166 master's degrees were conferred. Following is the distribution by fields:

<table>
<thead>
<tr>
<th>Department</th>
<th>1949</th>
<th>1950</th>
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<tbody>
<tr>
<td>Anthropology</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Art</td>
<td>1</td>
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<td>2</td>
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<tr>
<td>Business Administration</td>
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<td>2</td>
</tr>
<tr>
<td>Chemistry</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Economics</td>
<td>1</td>
<td>2</td>
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<tr>
<td>Art Education</td>
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<td>3</td>
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<tr>
<td>Physical Education</td>
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<td>3</td>
</tr>
<tr>
<td>Engineering</td>
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<td>2</td>
</tr>
<tr>
<td>English</td>
<td>2</td>
<td>5</td>
</tr>
<tr>
<td>Geology</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>Government</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>History</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>I.A.A.</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Mathematics</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Music</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Philosophy</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Physics</td>
<td>4</td>
<td>1</td>
</tr>
<tr>
<td>Psychology</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Spanish</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>French</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL</td>
<td>70</td>
<td>118</td>
</tr>
</tbody>
</table>
The first Ph.D. degrees were conferred in June, 1947. In that year two Ph.D. degrees were conferred; in 1948, two; in 1949, two; and in 1950, five. In Semester I, 1950-51, seventy-five Ph.D. candidates were enrolled.

During the biennium, only two honorary degrees were conferred, both to Commencement speakers: in June, 1949, the honorary degree of Doctor of Humane Letters on Clyde Kay Neben Kluckhohn, Professor of Anthropology at Harvard University; in June, 1950, the honorary degree of Doctor of Laws on Harold Walter Stoke, President of Louisiana State University.

Modifications in Policies and Standards.

Much of the effort of the Graduate Committee during the biennium has been directed toward elevating admission requirements and standardizing and improving procedures in administering the graduate program among the several departments. This represents the continuation of a program initiated by former Dean of the Graduate School, France V. Scholes. Following are the more important changes which have been adopted to assist in achieving these goals:

(a) Redefinition of the categories of admission. The major change has to do with Special Graduate Status. In this category are placed all admitted students who do not wish to work toward a degree and those whose scholastic records will not permit their entry as provisional or regular graduates. Although by doing high grade work in the Graduate School a special student may later achieve provisional or regular status, work taken under special status will in no case be applied toward a degree.

(b) Change of admissions procedure. Formerly all admissions to the Graduate School were processed by the Admissions Office. A change has been effected whereby the Graduate Office now handles its own admissions
directly, using its own new printed application blank. This change has accelerated the process of admission and makes it possible for the Graduate Office to keep a better check on student performance in relation to bases of admission.

(c) Formalizing of the six-hour limit of course work per semester for graduate students engaged in full-time employment.

(d) Modification of the criteria for application and for admission to candidacy for the master's degree and for the doctor's degree. New printed application forms covering candidacy for the master's degree and for the doctor's degree were worked out. These new forms will facilitate assistance in guidance of candidates. This new control over candidacy applications provides much better program guidance for the student.

(e) Standardizing of the process of handling, by departments and Graduate Office, student applications for graduate scholarships, fellowships, and assistantships.

(f) Carrying still further the program, begun under the administration of Dean Scholars, of having the Graduate Committee carefully evaluate and select courses approved for graduate credit. The Committee has also re-defined the criteria employed in determining the eligibility of instructors to offer graduate courses.

(g) Placing of a limit on the completion of the Ph.D. degree to the effect that as a general rule all work offered in fulfillment of the requirements for the doctorate must be completed within a ten-year period.

(h) Modification of the residence requirement for the doctorate to the effect that during the required two consecutive semesters of residence at least one-half the student's time is to be spent in academic pursuits on the campus.
(i) Establishing a procedure whereby early in the student's academic career a Committee on Studies for each doctoral candidate is appointed jointly by the department head and the Dean of the Graduate School. The main functions of this Committee are to (a) establish prerequisites and review deficiencies, (b) plan, approve, and direct an integrated program for the candidate, (c) recommend transfer credit, (d) pass on the suitability of the dissertation topic, (e) recommend admission to candidacy, (f) constitute the core of the dissertation, comprehensive and final examining committees.

Student Aid.

It is widely acknowledged in higher educational circles that graduate schools have an obligation to provide financial assistance in support of promising students who wish to pursue graduate work in preparation for careers in teaching or research. Such assistance is customarily provided in the form of scholarships, fellowships, and assistantships. In accord with this policy, the University of New Mexico has increased its courses of graduate student aid. During the first year of the biennium, there were available fifteen tuition scholarships and nine University Fellowships, each of the latter carrying a stipend of $750 to assist specially qualified candidates for the Ph.D. degree. Appointees to awards in these two categories are not required to give to the University any return services.

Most of the departments in the University employ from one to several graduate assistants, each assistantship paying approximately $900 for the academic year. These appointees devote approximately one-half time to
departmental services such as assisting in laboratory, grading notebooks and papers, and are allowed half-time for graduate work. During the biennium the average number of graduate assistants was 79. These assistantships have provided an additional and important source of financial as well as intellectual support for the graduate program. The University has also provided during the biennium sixteen part-time and full-time teaching assistantships with stipends ranging from $1200 to $2400, depending upon the amount of service rendered to the University. These are awarded only to students who have had at least one year of graduate work in an accredited graduate school. Appointees have teaching duties, but may carry limited amounts of graduate work. Although these teaching assistantships are provided primarily for the purpose of supporting the teaching program, they also serve indirectly to promote the graduate program.

During the biennium, funds for several graduate fellowships have been provided by endowed foundations, industrial organizations, and branches of the military services. Every effort should be made to increase the number of such grants.

The Program of Graduate Instruction.

The most significant change in the program of graduate instruction during the biennium was the establishing of alternate plans, designated Plan I and Plan II, for the master's degree. Plan I requires the writing of a thesis; Plan II does not, but requires the taking of additional course work. Plan I is available in all departments which offer the master's degree. Plan II is offered in Art Education, Elementary Education, Secondary Education, School Administration, Chemistry (for students at Los Alamos Scientific Laboratory only), Civil Engineering, Mechanical Engineering, Music (Applied Music only), and Physical Education.
The Graduate Committee has devoted its efforts during the biennium to improving the quality of existing graduate instruction in the several departments rather than to encouraging additional departments to offer the master's degree or the doctorate. Only one new department was authorized to offer the master's degree, namely the Department of Speech. Heretofore, the Department of Music has offered two master's degrees—the degree of Master of Arts in Musicology and the degree of Master of Music in Composition. Within the biennium the offering of a new degree was authorized, namely the degree of Master of Music in Applied Music. The Art Department has been authorized to accept a master's thesis consisting of a written research project or of a creative project in painting or sculpture terminating in a one-man show. Greater flexibility has been allowed also in the master's degree in the Department of English in that students interested primarily in creative writing and highly qualified for it may substitute for the thesis creative work not previously published.
BIENNIAL REPORT
For the period January 1, 1949, to January 1, 1951

THE COLLEGE OF LAW
A. L. Gauswitz,
Dean

To the President of the University of New Mexico:

This report continues from the period from September, 1947, when the College was established, to January 1, 1951.

FACULTY

Since January 1, 1949, Professor Harvey Hoshour, who is referred to in our previous report as Visiting Professor, has accepted a permanent appointment. The original plan was for a faculty of seven, including the Dean and librarian, supplemented by special lecturers for such subjects as taxation. It became possible, however, to obtain the services of Joseph W. Meek, who is trained both as an accountant and lawyer, and who had been practicing tax law with the firm of O'Melveny and Myers in Los Angeles for the past seven years. With the consent of the administration, he was appointed, and is doing excellent work in taxation and commercial law. This gives us a faculty of eight, with no special lecturers.

Assistant Professor John A. Bauman took a leave of absence in 1949-50 to do graduate work at Columbia University. Owen T. Armstrong accepted a temporary appointment to replace him for the year. We are assuming that Mr. Bauman will return and that we shall be compelled to dispense reluctantly with the services of Mr. Armstrong.

The size of the faculty is intimately related to the problem of teaching load. Our average teaching load is seven and one-half hours per semester. It is highly desirable to keep the teaching load down because we claim that a distinctive feature of the school is an ability to give individual attention to students. The load could be reduced by giving fewer courses. We see no substantial advantage in offering work that students do not take. Of course, we do not offer any course that some students do not take, but it is doubtful whether most students have a sound reason for taking one course rather than another, so that our general principle is to offer elective courses not as courses to be substituted for other courses, but as additional courses for those who wish to take more than the minimum program, and to provide for transfer students in the second and third year.
We are giving more courses than required by this principle, being influenced by the importance of the courses that would have to be omitted. Another obstacle to an ideal teaching load is a reluctance to have that of this College greatly lower than that of the University in general. We are, however, making a mistake in letting that influence us; we should put into effect the teaching load that is the best for our school, without regard to what the teaching load is in other colleges of the University. The Association of American Law Schools apparently had no maximum teaching load specified in its Standards when we established our teaching load of seven and one-half hours a week. In December, 1947, however, it fixed eight hours as a maximum teaching load.

Since the College of Law has no department heads or personnel deans for its peculiar problems, an additional faculty member, or a faculty member with time saved by the omission of a course, could act as Assistant Dean and perform useful work. Vice President Scholes was told informally that we had considered retaining Mr. Armstrong as an additional member of the faculty, with a view to reducing the teaching load and obtaining personnel services from him, but that we had decided against it. We need additional experience and a decision on how many courses we should offer before deciding whether we need an additional faculty member.

The College of Law, in an effort to contribute to the evening course program, gave a course in Patent Law the first semester of this year. The course was surprisingly successful in obtaining a registration of twenty-eight. It was given by Dr. Ralph Carlisle Smith, Assistant Director of the Los Alamos Scientific Laboratory, without cost to the University. Professor Smith was appointed Lecturer in Law, without salary. Eleven students from the College of Law enrolled in Patent Law. The remaining students came from the various engineering colleges, and from Sandia Base.

Sue Mitchell Murphy, General Counsel of the Legal Aid Society, was appointed Supervisor of Legal Aid on the staff of the College of Law, also without salary. Mrs. Murphy is a graduate of the Indiana University School of Law and has been admitted to the Indiana and New Mexico Bars.

FACULTY RESEARCH

The matter of faculty research is related to the teaching load. Professors Clark, Seed, and Weihofen are
all working on books. Professor Clark is writing a book on Community Property in New Mexico; Professor Seid, a book on Water Law; and Professor Weilhofen is collaborating with Dr. Manfred S. Guttmacher on a book on Psychiatry and the Law. We have been able to give these three men some assistance by way of reduction of teaching load in the following ways: Professor Clark was teaching courses in Engineering Law to engineers, and in Pharmacy Law to pharmacists. Dean Farris said that he could get along without the course in Engineering Law, thus relieving Mr. Clark. The other method of relief was fortuitous and arose from the fact that our curriculum had to be changed as we added years of work. Sometimes courses were changed from the second to the third year, and when that was done the course was omitted for one year because the Seniors would have had it.

A number of changes in the Standards of the Association of American Law Schools will come up for consideration at the annual meeting in December, 1950. Some of these relate to faculty and teaching load. The proposals are:

1. An increase in the annual dues of members, which are now $85.00, to $100.00, plus ten cents per student enrolled in the fall semester preceding the date of payment;

2. That beginning in the fall of 1952, three years of prelaw study be required (we have required three years since the establishment of the school, except for veterans, and will apply that requirement to veterans after the fall of 1952).

3. To require four full-time instructors in addition to the Dean;

4. To require one full-time teacher per fifty students;

5. To require the establishment of faculty committees and the preparation of annual reports to be filed with the Dean;

6. To require that the faculty be provided with adequate secretarial service. The proposal is one full-time secretary for every four full-time faculty members or major fraction thereof. We have six full-time teachers, not counting the Dean and librarian. The Secretary of the school does stenographic work for the Dean, and we have a half-time Library Secretary who does stenographic work for the librarian. For the six faculty members we have three-fourths of the time of one stenographer, who gives a small amount of that time to the Dean. If this legislation is passed, we should have to have two full-time stenographers for the faculty, if two faculty members be considered a major fraction of four. We can probably get along with one full-time stenographer; one and one-
half would be better. We should not be considered to violate the proposed standard if we had one and one-half. It is doubtful that the legislation will be passed.

7. To require each school to report exclusions for scholastic deficiencies to the Secretary of the Association, for distribution to all schools.

PUBLICATIONS


Professor Clark is writing a book entitled "The Law of Community Property in New Mexico." No study has ever been made of this subject in New Mexico. The Research Committee of the University awarded him a grant of $100.00 for this project. The first four sections of this small book have been completed. A popularization of the introduction and the first section have been accepted for publication in the New Mexico Quarterly. Two other sections of the book are being submitted to law reviews in California. These law review sections, of course, will appear in the book when it is completed. The plan is to have the book completed in mimeographed form for use in the course in Family Law and Community Property. Some time thereafter Professor Clark hopes to submit the manuscript to the Publications Committee of the University and the New Mexico Press. Professor Clark reviewed Professor Chester H. Smith's "Survey of the Law of Trusts," in the Rocky Mountain Law Review, 22, p. 104 (Winter of 1949-50).


Professor Seed signed a contract early in the summer of 1950 for the preparation of a comprehensive textbook on the subject of the Law of Water Rights. It is
anticipated that this will be a work in encyclopedic form, consisting of several volumes. It will be a treatise in a field in which there has been no complete textbook published since 1912. It is probable that this work will require a minimum of two to three years for completion.

Professor Weihofen is presently engaged in writing a book on the subject of Psychiatry and the Law, in collaboration with Dr. Manfred S. Guttmacher, Chief Medical Officer of the Supreme Bench of Baltimore. It is expected that this book will be published late in 1951. He has also published an article on "Eliminating the Battle of Experts in Criminal Insanity Cases," Michigan Law Review, 48, p. 961-982 (1950), and an article on "Examination Techniques" in the Rocky Mountain Law Review, 23, Number One, p. 110-118 (Summer 1950), as well as book reviews in the Yale Law Journal, 59, p. 815 (1950), and in The Industrial and Labor Relations Review, 3, P. 600 (1950).

STUDENTS

The first class was graduated in June, 1950. There were twenty-seven graduated out of fifty-eight who had been candidates for the degree with this class. Twenty-five of them took the New Mexico Bar Examination. Twenty-one of them passed. Four, or 16%, failed, as compared with 24% failure of the thirty-one applicants who had graduated from other law schools. Most of these students have already found a place in the life of the community, although not all of them are doing strictly legal work. We are not able to maintain up-to-date information about it, but the following is a summary:

Of the twenty-one graduates admitted to the New Mexico Bar:

14 are practicing law in law offices
1 is an Assistant District Attorney
1 is a clerk in the office of Judge Bratton
1 is employed in a title and abstract office
1 is an insurance adjuster
1 is employed by the State Tax Commission
1 has been called to service
1 is in Illinois, and we have not heard what kind of work he is doing.

Two did not take the New Mexico Bar Examination. Of these, one took and passed the Minnesota Bar Examination, and is now practicing in Minnesota. We do not know if the other graduate took a bar examination elsewhere.
ENROLLMENT AND SUSPENSION FIGURES

Semester I, 1949-50

<table>
<thead>
<tr>
<th>Category</th>
<th>Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>First-year students</td>
<td>37</td>
</tr>
<tr>
<td>Second-year students</td>
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<tr>
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<td>Part-time students</td>
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<td><strong>Total</strong></td>
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Suspensions, end of Sem. I, 1949-50: 4

Semester II, 1949-50

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<td>First-year students</td>
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<tr>
<td>Second-year students</td>
<td>40</td>
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<tr>
<td>Third-year students</td>
<td>31</td>
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<tr>
<td>Part-time students</td>
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</tr>
<tr>
<td>Special students</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>112</strong></td>
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Suspensions, end of Sem. II, 1949-50: 14

Semester I, 1950-51

<table>
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<tr>
<td>Second-year students</td>
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</tr>
<tr>
<td>Third-year students</td>
<td>44</td>
</tr>
<tr>
<td>Part-time students</td>
<td>3</td>
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<tr>
<td>Special students</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>136</strong></td>
</tr>
</tbody>
</table>

In Semester I, 1950-51, 11 women were enrolled in the College of Law.

The present Senior class is rather large. The second-year class small, judging on the basis that an entering class of about fifty is normal for the present. This was not due to admitting transfer students, but we expect to be more selective in admitting transfer students, especially to the third year. We cannot account for the drop in first-year enrollment in the fall of 1949.

It is believed that the students have had a wholesome attitude toward the school and their work. There have been no violations of the Honor Code, except for the publication of an anonymous letter in the Daily Lobo, which the students think was written by a law student, and which some students think was a violation of the Honor Code. The writer of the letter has not been identified.

The students voluntarily inaugurated a plan to have student luncheons every two weeks throughout the year, to which they invite outside persons to speak. These luncheons
have been a great success, -- so much so that we have abandoned
some of the plans we had made for special lectures.

The students also inaugurated a Book Exchange this
year, which appeared to work well, but is probably still in the
experimental stage.

Ever since the school was opened, a Law Review
has been under consideration and advocated by some of the
students. We have handled this by letting the students
organize and work as though they had a Law Review, telling
them that if they produced materials worthy of publication
and thus demonstrated the capacity of the school to maintain
a Review, effort would be made to establish one. Thus far
they have not demonstrated the requisite capacity.

The students are all organized into the Student
Bar Association, which has functioned satisfactorily through
its Executive Committee and other committees. They seem to
have settled upon an adequate but conservative business and
social program.

The faculty and students are planning for an
annual Law Day or Alumni Banquet Day in the spring, at which
alumni and interested lawyers can be made acquainted with the
activities of the students and with the school. Chief Justice
Brice has agreed to speak at the first of these affairs, to
be held this spring.

The class that graduated last June has organized
an Alumni Association which promises to be successful and
an asset to the school, as well as a support to the general
Alumni Association. They realize that they should do nothing
that would detract from the importance of the general Alumni
Association.

None of the legal fraternities has been established
here, although a number of them have indicated a desire to have
a chapter. The students rejected one because it had a
discrimination clause in its constitution. The Dean and
the Faculty have taken the position that the matter of
fraternities is exclusively for the students, and, therefore,
have taken no action beyond suggesting that there is no hurry,
and that it should be remembered that conditions, while we
have so many veterans with subsistence allowances, and so
many married students, are not normal.

We are very anxious to improve the quality of our
entering students. We hope and expect that the new building
will assist us in this.

The College of Law has just established an
Adviser system for first-year and transfer students. It is
expected that this early and personal advisement will be of substantial value to the entering student.

LEGAL AID

A substantial amount of time was put in by the Dean in collaboration with the committee of the Albuquerque Lawyers Club and the Albuquerque social agencies to establish a Legal Aid Society in Albuquerque. The Society was formally incorporated and opened an office in the Courthouse on August 1, 1950. Although it is still in the experimental stage, it promises to be successful and an important agency, of special importance to the Bar, and in College of Law relations with the Bar. It is an independent corporation, unaffiliated with the University, except that the Dean of the College of Law is the present President of the Society; that Senior law students serve in it; that the Secretary of the College of Law is the present Secretary of the Society; and that the University appointed Sue Mitchell Murphy, the General Counsel of the Society, to the staff of the College of Law, as Supervisor of Legal Aid.

The Society, to some extent, meets the need for clinical experience by law students, and should give the students an insight into social problems and the obligations of their profession that they would not otherwise obtain.

LAW BUILDING, EQUIPMENT, AND FACILITIES

Although the provision of a new building has been delayed, the University has done remarkably well in providing the physical facilities for a law school. In selecting the site for the new building, it is hoped that space will be left for a law dormitory, if there is any prospect that additional dormitories will be built in the future, so that there would be no additional cost in having a separate dormitory for law students.

The Dean believes that he has been more frugal than the Administration would desire if they knew all of the circumstances, but no essential equipment or service has been omitted.

Mimeographing is important. A used machine was purchased in 1947 and gave stellar service but at an excessive cost in repairs and operation. The University mimeographing service has been used substantially. We have now turned the mimeograph machine in on a Ditto machine, which will give
better and cheaper service. This item is mentioned to emphasize the importance of such a service and of adequate secretarial service in a law school. We have probably been remiss in not exploiting such services fully.

TRAVEL

Travel expense has been limited to the annual meetings of the Association of American Law Schools, and the Dean and several members of the faculty have attended each annual meeting of the New Mexico State Bar. The Dean has attended only one meeting of the American Bar Association, and he and members of the faculty have declined invitations to attend meetings of the American Law Institute.

LIBRARY

The law library increased its holdings from 18,726 to 24,372 volumes during the biennium, exclusive of duplications, being deterred from greater expansion largely due to a lack of adequate facilities. The library efforts were chiefly directed toward filling in gaps in the files of legal periodicals, reports prior to the Reporter system and in current legal treatises. Many generous exchanges and gifts, particularly of periodicals and statutory material, were received from all parts of the country, and a particularly fine collection of legal literature was donated to the library by Edwin C. Crampton of Raton. Additional details relative to the law library and its operation are included in Professor Foldervaart's report to the University Librarian and may be found elsewhere in this publication.

It is doubted by us that the substantial extent to which the law library is integrated with the general library is working to the benefit of the University. This has been taken up with Vice President Scholes.

CURRICULUM

It was found that the students were incapable of doing independent written work along the lines suggested in the last report. We have, therefore, instituted a three-hour course called Legal Writing, in which they are drilled in Legal Research and Writing. We have added materials on Legal Method, found to be necessary to initiate students into the study of law. We have excellent courses in the modern fields of Administrative Law, Labor Law, and Taxation. We have dropped the course called Practice Court, at least until
we get a building and can shake the curriculum down or otherwise get more faculty time. We continue other "writing courses" and have added a one-credit course on New Mexico Probate Practice, a practical though not a "trade school" course. We offer as "broadening" or cultural courses for lawyers, also of great "practical" value to them, Law and Society, 5 credits, and Legislation, 2 credits (actually a bread and butter course for lawyers, but not always taught in a separate course or philosophically). We should have a course in International Law or in that field, but would have to make it a required course; for it would be difficult to make students see its value. Indeed, we may have to make Law and Society, or part of it, required for the same reason. Next year we shall list a suggested, but not required, minimum program, with other courses listed separately. This should assist the students, serve, to some extent, the purpose of requiring courses, and serve to help with the curriculum.

Conclusion: It can be reported that the atmosphere and tone of the school is still one of happy busy-ness, and that student-faculty, inter-student and inter-faculty relations are wholesome and pleasant. Some students drop out as they find the work discouraging or not to their taste, and one or two have left the impression of feeling that the fault is not wholly theirs. But the advisory system we have instituted correlates with the University system, we use Counseling and Testing, and are doing everything we can to give each student careful thought and assistance. But we are determined to graduate none but good lawyers, so far as we can judge at this stage of their careers.

PUBLIC AND BAR RELATIONS

The College of Law cooperated with the Albuquerque Lawyers Club to bring Professor E. M. Morgan, outstanding authority on the law of evidence, to Albuquerque for a talk on the law of evidence. It has also brought to New Mexico, Vice Chairman Charles Walker, of the Federal Communications Commission, for a lecture on his Commission, and Dr. Manfred S. Guttmaner, psychiatrist on the Supreme Court of Baltimore, for a lecture on the control of sex offenses. Cautious and tentative steps are being taken to institute a study by a state-wide committee of the basic problems of the criminal law in New Mexico, and it is hoped that the State Bar Association will take an active, if not leading, part in this study.

Professor Weihofen and the Dean have accepted invitations to speak on a few occasions, including papers read at the American Bar Association National Conference on
Legal Educations and Admissions to the Bar.

Professor Poldervaart is continuing his membership on the State Bar Committee on Necrology, is a member of the State Library Commission of New Mexico, and during the past biennium has served as a member of the Committee on the Index to Legal Periodicals, a member of the Editorial Board of the Law Library Journal, and as a member of the Committee on Cooperation with Latin America Libraries of the Association of American Law Libraries.

The Dean has been asked to serve in soliciting funds from the National Probation and Parole Association, and he is on the Committee on Sentencing, Probation, and Parole, of the American Bar Association, and a committee on bar examination review courses, of the Association of American Law Schools.

Professor Seed was a member of the Committee on Arrangements for the meeting of the State Bar Institute in Albuquerque, in May, 1950. He is also First Vice President of the Heights Lions Club. He, with the Dean, will attend the meeting of the Association of American Law Schools in Chicago, December 27, 1950.

Professor Clark addressed the Albuquerque Lawyers Club (the local Bar Association) on the subject of Community Property Law, on November 13, 1950. His talk was a comment on a paper read by the Honorable Irwin S. Moise, member of the local Bar, before the State Bar Convention at Carlsbad. Professor Clark discussed "Presumptions in the Law of Community Property" and the nature of a cause of action for personal injuries to the wife.

Professor Weihofen is a member of the Committee on Prelegal Education for the Association of American Law Schools, a member of the Round Table on Crimes, of the Association of American Law Schools, and a member of the Committee on Juvenile Delinquency of the Council of Social Agencies, Bernalillo County. He has addressed the Santa Fe Bar Association, and gave a lecture on the law of arrest before the Police School, sponsored by Federal and State law enforcement agencies, at Gallup, New Mexico.

A. L. Gausewitz
I have the honor, Mr. President, of submitting to you this College of Pharmacy Biennial Report for the period January 1, 1949 to January 1, 1951.

During the biennium the University granted its first Bachelor of Science in Pharmacy degrees. When the Pharmacy program was initiated in the University in November 1945, only the first semester's work was offered. The succeeding terms were added subsequently semester by semester. The first class of 27 were graduated in June 1949. A second group of 27 graduates received their pharmacy degrees during the 1950 Commencement exercises.

I am happy to report that the college has been recognized as most successful in its operation during this time.

ACREDITATION

The American Council on Pharmaceutical Education informed the University in a letter dated February 7, 1950 that the University of New Mexico College of Pharmacy was placed on the accredited list as a Class A institution. This Council has as its sole function the accrediting of Colleges of Pharmacy in the United States and in this it represents the following organizations: The American Association of Colleges of Pharmacy, The National Association of Boards of Pharmacy, The American Pharmaceutical Association, and The American Council on Education.

The College had previously been accredited upon a provisional basis. The first two years of the curriculum were approved on August 7, 1947, with subsequent approval of the third year program in the summer of 1948. On February 28, March 1 and 2, 1949, an Examining Committee consisting of Dean Troy G. Daniels and Dr. Edward C. Elliott of the American Council on Pharmaceutical Education, along with Mr. P. Duran representing the New Mexico State Board of Pharmacy thoroughly examined the University's pharmacy program and facilities. The examination included a comprehensive study of the data furnished by the Dean of the College in response to the application forms previously submitted. There were visitations to the Pharmacy laboratories; attendance at classes where content and procedures of teaching were observed, conferences with the President, Vice-President, Admissions Officer, Comptroller, and Librarian. A tour was made of the Chemistry and Biology laboratories and typical classrooms, and the library facilities were examined in detail. The Examiners met with all of the students of the College in a special assembly; and one entire day was spent with the Dean and Pharmacy Faculty renewing the recent progress and pending problems of the College.
The following were the conclusions and recommendations of the Examiners, which were submitted by them to the Council and subsequently approved. The University was informed of this action in a letter from the Council Secretary on May 11, 1949.

"1. Throughout the examination the members of the Committee were most favorably impressed by the vigorous and constructive administration of the affairs of the College by Dean Bowers; and by the interest of the authorities in the University in the development of a College of Pharmacy of standing. This is clearly indicated by the priority granted the College in the matter of the funds for the construction and equipment of the new building; by the wholehearted acceptance of the College in the University community where it holds a position equal to that of other established schools and colleges; by the assurances of the President and Vice-President of the University to the Committee that the University expects to continue its vigorous support of the College; and by the success in acquiring competent members of the faculty.

"2. In the judgment of the Committee the College now meets the standards of the Council with the exception of a deficiency in the number of the faculty participating in the professional instruction. This deficiency is clearly recognized by the Dean and the University authorities.

"3. It is recommended that the accreditation of the College of Pharmacy of the University of New Mexico be continued and that it be placed in Class Y-4, as provided with the accreditation standards of the Council.

"4. When communicating the action of the Council the President of the University and the Dean of the College be advised that every effort should be made to provide for two additional members of the staff (one of whom to replace a present temporary appointment) and that when such additions have been made, the College will be eligible for placing in Class A. In this connection the College shall be made aware of a needed third appointment to the faculty prior to 1952 in order then to comply with the standards of the Council relative to instruction in pharmaceutical administration."

The College of Pharmacy was not granted a Class A accreditation at that time, but instead it was placed in Class Y-4. This is a special provisional classification for newly organized schools and simply meant that all four years of the curriculum were accredited temporarily. A Class A rating was withheld until a temporary staff appointment was replaced and an additional staff member was obtained. Although the temporary staff appointee was replaced beginning in the fall 1949-50 term, the new position was not filled at that time in spite of every possible effort to do so. However, this appointment was made effective February 1, 1950.
Dr. Edward C. Elliott, Examiner for the American Council on Pharmaceutical Education, returned to the campus on January 17 and 18, 1950, at the request of the University, in order to confirm the University's compliance with the Council's conditions for admission to a Class A accreditation rating. Dr. Elliott spent the first day reviewing the current data relative to the College of Pharmacy and the second day in conferences with the President and Vice-President. The following is Dr. Elliott's report to the Council which was approved and transmitted to the University on February 7, 1950:

"As a result of the Examination made in March, 1949, by Daniels and Elliott, the College of Pharmacy of the University of New Mexico was accredited by the Council and placed in Class Y-4. It was specifically provided that eligibility for Class A would require further additions to the teaching staff of the College.

"By the appointment of Dr. James E. McDavid (Ph.D., University of California, 1950) as Assistant Professor of Pharmacy and of Frances I. Blair as Instructor in Pharmacy, it appears that the conditions for the admission to Class A had been met. Dr. McDavid's service is scheduled to begin February 1, 1950.

"It is to be noted that the salary budget of the College has been increased from $20,850, 1948-49 to $28,700 for 1949-50. Furthermore, there has been an increase in the funds allotted for special equipment.

"It is the judgment of the Examiner that this College under the able leadership of Dean Bowers and supported by a vigorous university administration now fulfills the indicated standards for a Class A institution.

"It is therefore recommended that the College of Pharmacy of the University of New Mexico be placed on the accredited list as a Class A institution.

"When communicating the action of the Council to the University and to the College, it is suggested that it be made clear that the Council may visit this institution again prior to 1952 for the purpose of ascertaining the constructive steps taken for the development of the needed instruction in pharmaceutical administration. In the opinion of the Examiner it is not unlikely that the University will now proceed to fix the admission requirements for admission to the College of Pharmacy so as to include at least one year of instruction on a collegiate level."

The University has made substantial progress in the development of its pharmacy program in the brief span of five and one half years of the college's life. Only one major deficiency presently
exists and this must be met prior to 1952. The Council referred to this in point 4 of its March 16, 1949 Report relative to additional staff appointments which read, "In this connection (staff appointments) the College shall be made aware of a needed third appointment to the faculty prior to 1952 in order then to comply with the Council relative to Instruction in Pharmaceutical Administration." Reference was made to the matter again in its February 7, 1950 Report above.

The Council has included in its standards to be used as the basis of accreditation of Colleges of Pharmacy, effective July 1, 1952, that "There shall be at least one properly qualified full-time teacher of professorial rank for each of the following departments: (a) Pharmacy; (b) Pharmaceutical Chemistry; (c) Pharmacognosy; (d) Pharmacology; (e) Pharmaceutical Administration; and (f) as many additional full-time and part-time teachers in these departments as may be necessary to carry the teaching load in a satisfactory way." This new department, namely, Pharmacy Administration, would be charged with the responsibility of teaching the business and commercial phases of retail drug store operations.

The University of New Mexico presently has in its curriculum a substantial portion of the recommended courses in the new area of Pharmacy Administration. As a result of several conversations with individual Council members by the Dean of the College, he has learned that the Council will more than likely be most liberal in the enforcement of the regulation cited above. Since the Dean is qualified to teach such courses, it has been suggested that he designate himself as head of the Pharmacy Administration department and integrate one or two such courses in the present curriculum and teach them himself. This is the course of action which is planned and, thus, will not require the addition of a new staff member.

On behalf of the Council it is only fair to give briefly the reasons for the predicted liberal attitude it will take in requiring colleges to comply fully with its mandate relative to a department of Pharmacy Administration. There are two principal reasons: (1) When the regulation was passed in 1948 it was felt that by 1952 all Colleges of Pharmacy would be on a five- or six-year program. This will not universally be the case. (2) Qualified teachers in Pharmacy Administration are in extremely short supply.

ENROLLMENT

The following table gives a brief summary of total enrollment for the College by terms for the period of this report:
Totals, New Students and Old Students

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<td>63 116</td>
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<td>Totals</td>
<td>133 128 38</td>
<td>132 137</td>
<td>127 128</td>
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The Pharmacy enrollment has not shown the decline experienced by the University as a whole for the reason that the number of pharmacy admissions has been limited to the maximum for the existing facilities. A maximum of fifty new pharmacy students has been admitted to the fall term each year. The number of applications far exceeded this quota. However, no qualified New Mexico resident has been denied admission. The reasons for the controlled enrollment were outlined in the 1947-49 Biennial Report. Any increase in the number of admissions would represent out-of-state students and would necessitate an increase in the teaching staff.

The academic ability of students entering the College of Pharmacy as a whole has improved quite markedly. This improvement is perhaps due in large measure to the Pharmacy Tuition Scholarship program which the College has had during the past two years. All New Mexico high school graduates have been invited to apply for tuition scholarships for both semesters of the freshman year. Ten scholarships have been awarded each year on the basis of scholarship, need, and worthiness. This program has not only brought to the University those superior students who have won the awards, but it has interested other superior students in choosing pharmacy as a career.

BUILDING AND EQUIPMENT:

The examining committee of the American Council on Pharmaceutical Education in its report upon inspection for accreditation of the college stated: "The University has recently provided for the exclusive use of the College a well-constructed, artistic building which, while small, furnishes accommodations for the professional laboratories of the College." A description of the building and its rooms and laboratories were described in the 1947-49 Biennial Report. The building has proved to be quite satisfactory.

When the building was constructed certain of the shelving, cabinets, drawer locks, and a portion of the plumbing for distilled water were deleted due to the lack of funds. Suitable chairs for
the Pharmacognosy-Pharmacology Laboratory were not furnished. Mr. Popejoy, at that time University Comptroller, agreed that these items would be installed by the Buildings and Grounds Department over a period of a few years as funds became available. During the past two years considerable progress has been made in this connection. However, the shelving and cabinets in the Research and Drug Manufacturing Laboratory (Room 109), a portion of the shelving in the Pharmacognosy-Pharmacology Laboratory (Room 103), and the distilled water plumbing remain to be installed. Forty-five government surplus property used metal folding chairs are in use in the Pharmacognosy-Pharmacology Laboratory. They need replacement. It is hoped that this work may be accomplished and new chairs may be obtained in the 1951-53 biennium.

With the exception of a few larger and relatively expensive pieces of apparatus and the laboratory chairs mentioned above, the College's equipment is fairly adequate. During the biennium the College acquired in addition to replacement and supplemental smaller items of apparatus the following equipment:

- Kewaunee Research Table, fully equipped with all utilities.
- Single Punch Stokes Model E Power Tablet Machine
- Tablet Granulation Oven -- Stokes Laboratory Model
- Hobart -- All Purpose Mixer
- Two microscopes -- B & L Wide Field Stereoscopic,
  Model B-K2 and B & L Laboratory Microscope,
  Model BA-86
- Prometheus Electric Sterilizer
- Ingersol-Rand 20-Cubic Foot Air Compressor
- Refractometer (B & L Abbe = 56)
- Centrifuge (Servall Angle Type G/2)
- Cameras -- Leica 35 mm.
  Graflex
- Photo-Enlarger
- Kewaunee Herbarium Specimen Case
- Hydrogenation Apparatus (Parr Catalytic)
- Miscellaneous special research glassware.

FACULTY:

The faculty of the College of Pharmacy consists of five full time persons which is adequate for the teaching and research program, and meets the minimum requirement for accreditation. The faculty members are as follows:

Roy A. Bowers (B.S., Ph.D., University of Wisconsin),
Professor of Pharmacy and Dean of the College.
George M. Hooking (B.S. University of Washington, M.S., Ph.D. University of Florida), Professor of Pharmacognosy and Pharmacology.

Raymond N. Castle (B.S. University of Idaho, Southern Branch, M.S., Ph.D. University of Colorado), Associate Professor of Pharmaceutical Chemistry.

James E. McDavid (B.S., M.S., Ph.D. University of California), Assistant Professor of Pharmacy.

Frances I. Blair (B.S., M.S., University of Kansas), Instructor of Pharmacy.

In addition to those faculty members named above who teach the professional courses in the College, Mr. Robert Clark, Assistant Professor of Law, teaches the course in Pharmaceutical Law. Professor Clark is making an admirable contribution to the pharmacy program and it is earnestly hoped that he may continue this work.

Miss Frances I. Blair came to the University in September, 1949, to replace Instructor Wayne S. Curry who held a temporary appointment. Miss Blair is qualified to teach the laboratories of prescription practice, pharmaceutical preparations, and the course in First Aid, Public Health, and Hygiene. She has had three years experience as an instructor at the University of Kansas, special Red Cross instructor training, and practical experience as a practicing pharmacist in hospitals and retail pharmacies. Miss Blair serves with Dean Bowers as consultant to practicing pharmacists and physicians of the State relative to prescription problems which arise. This service is rendered without fee as a contribution from the College of Pharmacy to the citizens of the State.

Dr. James E. McDavid became a member of the Pharmacy staff in February, 1950, with the rank of Assistant Professor of Pharmacy. His appointment immediately followed the awarding of his Doctor of Philosophy degree by the University of California. Dr. McDavid had teaching experience as a graduate assistant and had considerable pharmaceutical practice as a pharmacist in California, in the Army during the war, and he served as research associate with the Cutter Laboratories in California. He teaches Pharmacy Orientation, Pharmaceutical Calculations, Pharmaceutical Preparations, and New Medicinals, and he assists in the laboratory work of Organic Medicinals.

FACULTY POSITIONS AND ACTIVITIES:

Bowers, Roy A.

National First Vice-President of the American Pharmaceutical Association; National Secretary-Treasurer of Rho Chi Society; National Pharmaceutical Honor Society; Editor of the Rho Chi Report, Journal of Rho Chi Society; Chairman, Interprofessional Relations
Committee, New Mexico Pharmaceutical Association; President, Sandia Kiwanis Club of Albuquerque.

Attended 1949 and 1950 Annual Conventions of the American Pharmaceutical Association, The American Association of Colleges of Pharmacy, and affiliated societies in Jacksonville, Florida and Atlantic City, New Jersey; the 1949 and 1950 Annual joint district meetings of the American Association of Colleges of Pharmacy and the National Association of Boards of Pharmacy in Reno, Nevada and Sacramento, California; the Annual 1949 and 1950 Conventions of the New Mexico Pharmaceutical Association in Albuquerque and Santa Fe, New Mexico.

Publications:

"Organization of a Department of Pharmaceutical Administration" presented at the Sacramento meeting of the A.A.C.P.-N.A.B.P. Accepted for publication in the District 8 Proceedings of the A.A.C.P.-N.A.B.P.

Consultant to the Board of Directors of the New Mexico Pharmaceutical Association and the New Mexico State Board of Pharmacy.

Hooking, George M.

Continued as Member of the Executive Committee on National Formulary (Chairman of Subcommittees on Pharmacognosy). Served as Visiting Professor of Pharmacognosy, University of Mississippi, Summer, 1950. Continued to serve as Associate Editor of Rocky Mountain Druggist; consultant to a pharmaceutical firm.

Attended Plant Science Seminar in Boston, Massachusetts, August 1950. Collected herbarium of about 1000 plant specimens from southwestern and southeastern United States. The majority of the specimens represent plant drugs used in folk medicine in these areas. Indians and others were interviewed on use of folk remedies.

Publications:


"Cultivation Experiments with Peppermint." Accepted for publication, Journal of the American Pharmaceutical Association

A series of monthly articles "From Pokerooot to Penicillin," Rocky Mountain Druggist.

Author of National Formulary: Committee circulars.

Contributor to Collier's Encyclopedia, The Ozark Pharmacist, Journal of the New York Botanical Garden, etc.

In preparation: A Dictionary of Crude Drugs, Active Plant and Animal Principles, Pharmaceuticals, Reagents, etc.

Castle, Raymond N.

Publications:


"The Preparation of Schiff Bases from some Sulfonamides and Aromatic Aldehydes," Accepted for publication, Journal of the American Pharmaceutical Association (Sci.Ed.).

"Optical Crystallographic Properties of Organic Compounds II, Aliphatic Dicarboxylic Acids." Accepted for publication, Mikrochemie vereinigt mit Mikrochimica Acta.

Recipient of two Upjohn research grants for a total of $5,400.

Attended the Spring 1949 and Fall 1950 Meetings of the American Chemical Society in San Francisco and Chicago, respectively.

McDavid, James E.

Publications:

Fellowship, American Foundation for Pharmaceutical Education (1948-50).

Blair, (Miss) Frances I.


Attended the 1950 Convention of the New Mexico Pharmaceutical Association in Santa Fe and the New Mexico Academy of Science Meeting in Albuquerque, 1950.

Elected a Fellow of the American Association for the Advancement of Science.

Publication:

SCHOLARSHIP FUND:

The general pharmacy scholarship and loan fund consisted of $11,405.25 on December 1, 1950. This fund of money was contributed during the life of the College by pharmacists of New Mexico and others interested in aiding worthy pharmacy students. Ten tuition scholarships were awarded in each of the last two years to worthy and needy New Mexico High School graduates. Several loans have been made to students in the College.

The University has been the recipient of two $400 grants from the American Foundation for Pharmaceutical Education during the Biennium for scholarship grants. These scholarships are limited to junior or senior students in the upper quarter of their class who are not receiving aid under the G.I. Bill. They may only be used for books, fees, and tuition. Two students have been awarded Foundation Scholarships. On December 1, 1950, there was $579.05 in this fund.
STUDENT ORGANIZATIONS

Three active student organizations are functioning in the College to provide social activities as well as professional meetings among the students.

The Apothecaries Club, in which membership is open to all pharmacy students, became affiliated with the American Pharmaceutical Association on January 5, 1950. The Club is now known as the University of New Mexico Student Branch of the American Pharmaceutical Association and the students are associate members of the parent Association. Dr. Castle is faculty advisor.

The University Chapter of Kappa Psi, Pharmaceutical Society of the United States and Canada, has been continuously active in the promotion of scholarship, professional ideals, standards, and fellowship among pharmacy students and pharmacists. Dean Bowers is faculty advisor.

In the fall of 1949, the women students in the College organized themselves, under the guidance of Miss Blair, their faculty advisor, into a club which they named "Pill Tilers." The Pill Tilers are planning at a later date to become a chapter of Kappa Epsilon, a national pharmaceutical sorority.
The Air Force ROTC unit was activated in July of 1949. It was possible to enroll only 79 students in the course for the 1949-50 academic year. This relatively small enrollment was to be expected, due to the short time available for administrative organization and publicizing the program. The 1950-51 enrollment reached 205 for the first semester, with indications pointing to still further increases in the future.

The basic mission of the Air Force ROTC program is to provide a pool of young, well-qualified men to fill the need for officers in the Air Force - in both the reserve and regular establishments. At The University of New Mexico the Air Force specialized subject is Air Force Communications. This course is designed to produce officers with a valuable potential in the field of communications, including wire, radio, radar and electronics.

Assigned classroom space is overtaxed under present conditions and should be enlarged to accommodate the expected additional student load. Because of the highly technical nature of the course of study, the presentation of much of which is best accomplished through use of motion-picture and
slide projectors, the seating arrangement is made more exacting than that required for wholly lecture-type classes. The necessity for a correct viewing angle further reduces usable space in rooms which are roughly square rather than rectangular. The acoustics are poor, due to the temporary construction of the buildings in which the unit is housed, and to the fact that classrooms are separated only by flimsy partitions. When two classes are held in adjoining rooms during the same period, each group of students is disturbed by noise from the other. These conditions are expected to be improved with the further expansion of facilities at the University.

Air Force personnel now assigned to the ROTC unit consists of three officers and three airmen. Additional personnel has been requested in view of the growing enrollment, the paramount purpose being that of furnishing Air Force ROTC students instruction in keeping with the standards established by other departments within the institution.

John L. Parker
Lt. Col., U.S.A.F.
Professor of Air Science and Tactics
December 23, 1950

REPORT OF THE NAVAL SCIENCE DEPARTMENT

To the President of the University of New Mexico:

The University of New Mexico is one of 52 colleges and universities selected by the Department of the Navy to provide instruction in essential naval subjects for prospective officers of the Navy and Marine Corps, and the Naval Reserve and the Marine Corps Reserve. Selected students are enrolled in the NROTC (Naval Reserve Officers' Training Corps), which is established under the authority of Section 22 of the Act of March 4, 1925, as amended. The Department of Naval Science is an integral department of the University, differing from other departments only in that the head of the department and staff are regular officers of the Navy and Marine Corps detailed to such duty by the Department of the Navy. The courses in naval subjects are prescribed under authority of the Secretary of the Navy.

Officer candidates in the NROTC are of two categories:

(1) Regular NROTC students who are appointed Midshipmen, USNR, after a nationwide competition, and

(2) Contract NROTC students, who have the status of civilians who have entered into a mutual contract with the Navy. Contract students, termed Reserve Midshipmen, are selected by the Professor of Naval Science from applicants who are already enrolled in the University.

The regular students receive pay at the rate of $600 per year. In addition the government furnishes their books and uniforms without charge, and pays their tuition and other fees at the University. After graduation they are required to serve on active duty as commissioned officers in the Navy or Marine Corps for from 15 months to two years. The contract students receive uniforms and naval science textbooks without charge, and during their junior and senior years are paid at the rate of about $27 a month. Upon graduation they must accept a commission if offered, and serve on active duty up to two years if called.

NROTC graduates may apply for permanent commissions in the regular Navy or Marine Corps. It is expected that up to half of the career officers of the Navy and Marine Corps in the future will come from this source.
December 20, 1950

REPORT OF THE NAVAL SCIENCE DEPARTMENT (Continued)

In addition to the affairs of the NROTC Unit, the Professor of Naval Science exercises general supervision over the work of a group of regular officers of the Navy, who are assigned to the University for five semesters of undergraduate education. These are officers, most of whom were commissioned from the service during the war, who have missed much of their undergraduate work. The purpose of this assignment is to enable them to achieve a balance with other career officers in this respect, and to qualify them for further advancement. A total of 9 such officers, in ranks of Lieutenant and Lieutenant (Junior grade), were enrolled in the first semester, academic year 1950-51.

Classrooms and offices of the NROTC Unit are located in the Stadium Building, which is shared by the College of Law as well as by offices of football coaches, dressing rooms and athletic storerooms. There is inadequate space for display and operation of naval equipment used in naval science classes. A target range for small arms, erected by the University, was opened in May 1950.

Enrollment in the NROTC Unit for the first semester, 1950-51, was 186. An expansion to meet needs of the Navy under an accelerated arms program can be expected. More space and facilities will be needed to accommodate the increased number.

Respectfully submitted,

Alfred H. Granum,
Captain, U. S. Navy,
Professor of Naval Science.
Biennial Report

The Summer Session
J. L. Riebsome, Director

Enrollment

As anticipated in the last biennial report there is a downward trend in summer session enrollment. The table below summarized enrollments for the period 1946-1950.

<table>
<thead>
<tr>
<th></th>
<th>1946</th>
<th>1947</th>
<th>1948</th>
<th>1949</th>
<th>1950</th>
</tr>
</thead>
<tbody>
<tr>
<td>Men Undergraduates</td>
<td>759</td>
<td>1018</td>
<td>1141</td>
<td>1064</td>
<td>879</td>
</tr>
<tr>
<td>Women Undergraduates</td>
<td>292</td>
<td>326</td>
<td>383</td>
<td>410</td>
<td>365</td>
</tr>
<tr>
<td>Men Graduates</td>
<td>115</td>
<td>193</td>
<td>246</td>
<td>283</td>
<td>369</td>
</tr>
<tr>
<td>Women Graduates</td>
<td>187</td>
<td>180</td>
<td>189</td>
<td>226</td>
<td>218</td>
</tr>
<tr>
<td>Totals</td>
<td>1353</td>
<td>1717</td>
<td>1959</td>
<td>1983</td>
<td>1878</td>
</tr>
</tbody>
</table>

Enrollments by departments or colleges for the 1949 and 1950 sessions are tabulated below.

<table>
<thead>
<tr>
<th>Department or College</th>
<th>Number of Students</th>
<th>Number of Instructors*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthropology (Campus &amp; Field)</td>
<td>127</td>
<td>87</td>
</tr>
<tr>
<td>Art (Campus &amp; Taos)</td>
<td>223</td>
<td>304</td>
</tr>
<tr>
<td>Biology</td>
<td>163</td>
<td>115</td>
</tr>
<tr>
<td>Business Administration</td>
<td>355</td>
<td>275</td>
</tr>
<tr>
<td>Chemistry</td>
<td>73</td>
<td>66</td>
</tr>
<tr>
<td>Economics</td>
<td>137</td>
<td>101</td>
</tr>
<tr>
<td>Education</td>
<td>1160</td>
<td>1312</td>
</tr>
<tr>
<td>Engineering</td>
<td>349</td>
<td>178</td>
</tr>
<tr>
<td>English</td>
<td>454</td>
<td>352</td>
</tr>
<tr>
<td>Journalism</td>
<td>21</td>
<td>19</td>
</tr>
<tr>
<td>Geology</td>
<td>127</td>
<td>150</td>
</tr>
<tr>
<td>Government</td>
<td>230</td>
<td>118</td>
</tr>
<tr>
<td>History</td>
<td>232</td>
<td>210</td>
</tr>
<tr>
<td>Home Economics</td>
<td>13</td>
<td>39</td>
</tr>
<tr>
<td>Mathematics</td>
<td>198</td>
<td>197</td>
</tr>
<tr>
<td>Modern Languages</td>
<td>289</td>
<td>251</td>
</tr>
<tr>
<td>Music</td>
<td>134</td>
<td>124</td>
</tr>
<tr>
<td>Pharmacy</td>
<td>12</td>
<td>14</td>
</tr>
<tr>
<td>Philosophy</td>
<td>55</td>
<td>25</td>
</tr>
<tr>
<td>Physical Education</td>
<td>345</td>
<td>322</td>
</tr>
<tr>
<td>Physics</td>
<td>28</td>
<td>43</td>
</tr>
<tr>
<td>Psychology</td>
<td>213</td>
<td>155</td>
</tr>
<tr>
<td>Sociology</td>
<td>80</td>
<td>47</td>
</tr>
<tr>
<td>Speech</td>
<td>98</td>
<td>95</td>
</tr>
</tbody>
</table>

* Some instructors part time.
The decrease in enrollment in 1950 is a reflection of a smaller number of veterans. Only 851 veterans enrolled in 1950 compared with 1061 in 1949 and 1149 in 1948. With so many uncertainties on the national and international scenes, any prediction of enrollments for the immediate future would be hazardous and of doubtful value.

Much additional time and energy has been devoted to publicity and promotion. It is difficult to measure the efficacy of these attempts but every reasonable effort is being made to maintain enrollments.

Staff

A number of outstanding visiting professors have served on our teaching staff during the past two summers. The various departments and colleges are now planning far ahead in order to select visitors with even greater care. A few exchanges of members of our staff with other universities have been made but this practice is not widespread.

Special Events

The Anthropology and Art Departments have continued to conduct their field schools. Each year a conference for the secondary school principals has been sponsored by the College of Education. The series of public lectures traditionally planned and presented by the English Department have increased in popularity.

During the 1949 session the Government Department conducted a two-day conference entitled "Political and Economic Development; the Southwest in a Divided World". The Division of Research and Development in collaboration with the New Mexico School of Mines and the New Mexico College of Agriculture and Mechanic Arts presented the "New Mexico Conference on Industrial Development". The college of Business Administration presented a three-day "Labor and Industry Seminar". The New Mexico Association of Home Extension clubs and the State Parent Teacher's Association held important meetings on the campus in June 1949. The Home Economics Department held a two-week workshop, the purpose of which was to reexamine and revise the high school curriculum.

During the 1950 session the college of Education sponsored a special two-week course for superintendents of public schools entitled "The Junior College in American Education". The Department of Physical Education conducted an outstanding conference on public school programs for exceptional children. The Department of Speech held a three-week Forensic Institute for high school seniors. The Department of Sociology conducted a field session in Texas to study the Mexican immigrant. The "Magic Flute" was presented four successive nights to a capacity audience by the Music Department under the direction of Professor Robert Korst.
Finance

The accompanying table presents a summary of income and expenditures for the past three sessions.

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Expenditures</th>
<th>Total Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1948</td>
<td>$130,636.57</td>
<td>$135,265.20</td>
</tr>
<tr>
<td>1949</td>
<td>$131,908.02</td>
<td>$131,789.26</td>
</tr>
<tr>
<td>1950</td>
<td>$124,277.91</td>
<td>$116,646.34</td>
</tr>
</tbody>
</table>

J. L. Riebsomer
During the biennium covered by this report recognition was given to the separately important functions of admissions and records by changing the title of this office, formerly known as the "Admissions Office", to "Office of Admissions and Records".

Public Relations and General Functions. The Office of Admissions and Records performs a vital public relations function. In a sense it is the front office of the University. Many students and their parents make their first contacts and gain their first impressions of the University through this office. Prospective students, and their parents, come in considerable numbers to the Office of Admissions and Records both for general information regarding the program and standing of the University and to discuss admission. Even more numerous are the individuals who write for general and admission information.

During the past year two procedures have been initiated which seem to expedite somewhat this important informational function and to enable the office to provide more prompt attention to requests for information. The staff of the office was reorganized to provide for a central information clerk, which has released other staff members from the time-consuming function of supplying minor detailed information to faculty, students, and public; and an attempt has been made to personalize the University's mail contacts with prospective students by answering each inquiry with a personal letter. This policy has been followed even though the inquiry involved a mere request for the University catalog. The installation of a Dictaphone and the organization of a letter manual containing carefully
worded replies to most frequently received requests have proved important
devices in making possible prompt, personalized replies to the large
volume of mail handled by this office. Replies to students, parents, and
others who wrote to the Office of Admissions and Records during the 1949-50
academic year alone necessitated mailing from this office an average of 3437
pieces of mail per month. This figure does not include the necessarily
large amount of campus mail or catalogs.

The responsibility for co-operation with other administrative officers
and faculty members in a program of visiting high schools of the state and
of keeping in contact with New Mexico high school students is a part of
the functions of the Director and the staff of the Office of Admissions
and Records. The office compiles and edits the material for the general
catalog, and during the biennium distributed 18,000 copies each year to
students, prospective students, faculty and other institutions.

This office supplies the information required by the University Com-
mittee on Entrance and Credits and keeps the minutes of the Committee. It
has a similar responsibility in supplying information to other faculty
committees and administrative offices. It prepares and distributes en-
rollment and admission statistics, including the data upon which the annual
budget of the University is projected. The office also computes and pre-
pares a report of the grade-point indices of all University students as
well as a classified scholastic report.

During the second year of the biennium the Office of Admissions and
Records inaugurated an annual report of information and statistics for
internal administrative and faculty use. The report has proved of some
value in gathering in one volume much of the data which is necessary for
planning future University operations.
During the biennium serious consideration was given to the installation of I. B. M. After careful study of the problems involved during a period of decreasing enrollments, it was decided that the high cost of the equipment and the considerable space required for its installation made it inadvisable to proceed with a contract at the present time.

Admissions. The admissions section of the Office of Admissions and Records performs the general function of determining the admission status of all applicants to the undergraduate colleges of the University and to the College of Law. This function involves very detailed procedures for determining the applicant's eligibility for admission, and for providing him with the necessary admission and registration information and with an evaluation of transcripts of previous college work.

The volume of correspondence, applications, and student credentials involved in the processing of admission applications makes essential an adequate control and filing system. During the biennium what is believed to be a more satisfactory and efficient system was established in the Admissions section. During the year in which this system has been in operation it would appear to have facilitated admission procedures and to have speeded service to applicants for admission to the University.

As a part of the University's freshman advisement program, preparations were made to supply evaluations and high school transcripts to freshman advisers beginning with the 1950-51 fall semester. Photostats of the transcripts of all students admitted to the University are supplied to advisers and deans for registration advisement.

Among other functions of the admissions section are the evaluation of military credits, the notification to graduate students of their admission to the University, and the provision of data for all admissions statistics.
Records. The Records section of the Office of Admissions and Records is the repository of the official student files, permanent academic records, and supporting data for the University. The keeping of accurate files and records for a student enrollment of approximately 4,500 is a large and exacting task. It involves the preparation of new permanent records for about 1,000 students each semester, the collection and recording of approximately 96,000 separate grades during the academic year, and the preparation and distribution to students of more than 18,000 grade reports per year. Copies of grade reports are also provided for parents, advisors, deans, the Personnel Office, the Veterans Administration and R. O. T. C. units, and New Mexico high school principals.

A serious space problem in the Records section, created by the necessity for the safekeeping of permanent records and supporting documents for all students who have attended the University, has been greatly alleviated in recent months by the adoption of microfilm and a new type of filing equipment. Although the permanent record has been kept in the original, supporting documents up to the 1945 Summer Session have been placed on microfilm.

The record of a student's academic progress is in great demand both for University advisement purposes and as an accompanying document for the student's application for admission to other collegiate institutions or for employment applications. The Records section supplies these transcripts of record through the use of photostatic equipment. During the 1949-50 school year approximately 36,000 photostatic copies of records were made. The transcript section of the office underwent a reorganization which involved the establishment of a new control system for transcript requests and which seems to have provided a much improved service.
The Records section has the responsibility of detailed preparations for registration. A registration period of two full days plus an evening registration normally precedes each semester. The preparation of all printed forms and other material required for registration and the direct supervision of the physical arrangements for accomplishing the registration procedure are the responsibility of the Office of Admissions and Records.

The Office of Admissions and Records has certain important functions in connection with graduation. These include the compilation and publication of authorized and official lists of degree candidates, the computation of the grade-point averages of the candidates, and the ordering and issuance of authorized diplomas.

Conclusions. No attempt has been made in this listing of functions to detail the myriad operations which naturally revolve around those mentioned in this report. The report is intended only to outline very briefly the present organizational plan of the office, the general channeling of the office tasks, and the changes and innovations which have been instituted during the biennium.

Because of the present instability of world conditions and the possible resultant effect on college enrollments and programs, no extreme changes in the organization of the Office of Admissions and Records are contemplated in the immediate future. Attention will be directed to coordination and improvement of existing procedures and the preparation of a detailed manual of instructions for each operation performed by the office.
I. TOTAL ENROLLMENTS

All Sessions and Divisions of the University for the Ten Academic Years Ending 1949-50, Excluding Duplicates

<table>
<thead>
<tr>
<th>Academic Year</th>
<th>Enrollments</th>
<th>Academic Year</th>
<th>Enrollments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1940-41</td>
<td>2825</td>
<td>1945-46</td>
<td>3022</td>
</tr>
<tr>
<td>1941-42</td>
<td>2621</td>
<td>1946-47</td>
<td>5076</td>
</tr>
<tr>
<td>1942-43</td>
<td>2088</td>
<td>1947-48</td>
<td>6221</td>
</tr>
<tr>
<td>1943-44</td>
<td>2388</td>
<td>1948-49</td>
<td>6770</td>
</tr>
<tr>
<td>1944-45</td>
<td>2478</td>
<td>1949-50</td>
<td>6861</td>
</tr>
</tbody>
</table>

III. SUMMARY OF ENROLLMENTS

All Sessions and Divisions of the University

<table>
<thead>
<tr>
<th>Session</th>
<th>1946-49</th>
<th>1949-50</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Men</td>
<td>Women</td>
</tr>
<tr>
<td>Semesters I and II</td>
<td>1383</td>
<td>1215</td>
</tr>
<tr>
<td>Civilian</td>
<td>2750</td>
<td>130</td>
</tr>
<tr>
<td>Veteran</td>
<td>1123</td>
<td>1325</td>
</tr>
<tr>
<td>Totals</td>
<td>63</td>
<td>537</td>
</tr>
<tr>
<td>Summer, 1946 and 1947</td>
<td>2303</td>
<td>5041</td>
</tr>
<tr>
<td>Field, 1946 and 1947</td>
<td>65</td>
<td>252</td>
</tr>
<tr>
<td>Extension Classes</td>
<td>70</td>
<td>252</td>
</tr>
<tr>
<td>Correspondence Courses</td>
<td>220</td>
<td>253</td>
</tr>
<tr>
<td>Total enrollments for year</td>
<td>5738</td>
<td>8015</td>
</tr>
<tr>
<td>Less Duplicate Enrollments</td>
<td>1618</td>
<td>253</td>
</tr>
<tr>
<td>Total Different Persons</td>
<td>4120</td>
<td>2058</td>
</tr>
</tbody>
</table>

*For the yearly periods ending February 28, 1949, and February 29, 1950

IV. ENROLLMENTS BY COLLEGES

REGULAR SESSION

<table>
<thead>
<tr>
<th>College</th>
<th>1946-49</th>
<th>1949-50</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts and Sciences</td>
<td>746.5</td>
<td>801.5</td>
</tr>
<tr>
<td>Business Administration</td>
<td>746</td>
<td>284.5</td>
</tr>
<tr>
<td>Education</td>
<td>316.5</td>
<td>128</td>
</tr>
<tr>
<td>Engineering</td>
<td>635.5</td>
<td>312.5</td>
</tr>
<tr>
<td>Fine Arts</td>
<td>122</td>
<td>237.5</td>
</tr>
<tr>
<td>General</td>
<td>186.5</td>
<td>259</td>
</tr>
<tr>
<td>Law</td>
<td>102</td>
<td>11</td>
</tr>
<tr>
<td>Pharmacy</td>
<td>96</td>
<td>49</td>
</tr>
<tr>
<td>Graduate</td>
<td>247</td>
<td>212</td>
</tr>
<tr>
<td>Totals</td>
<td>2900</td>
<td>2598</td>
</tr>
</tbody>
</table>
### III. ENROLLMENT BY CLASSES

#### REGULAR SESSION

<table>
<thead>
<tr>
<th>Class</th>
<th>1948-49</th>
<th></th>
<th>1949-50</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Veterans</td>
<td>Civilians</td>
<td>Veterans</td>
<td>Civilians</td>
</tr>
<tr>
<td>Freshman</td>
<td>560.5</td>
<td>1007</td>
<td>331</td>
<td>926</td>
</tr>
<tr>
<td>Sophomore</td>
<td>603.5</td>
<td>606.5</td>
<td>372.5</td>
<td>648.5</td>
</tr>
<tr>
<td>Junior</td>
<td>755</td>
<td>387</td>
<td>512</td>
<td>520</td>
</tr>
<tr>
<td>Senior</td>
<td>577.5</td>
<td>233.5</td>
<td>718</td>
<td>317</td>
</tr>
<tr>
<td>Special</td>
<td>39.5</td>
<td>115.5</td>
<td>63.5</td>
<td>138.5</td>
</tr>
<tr>
<td>Unclassified</td>
<td>15.5</td>
<td>22.5</td>
<td>25.5</td>
<td>27.5</td>
</tr>
<tr>
<td>Graduate</td>
<td>217</td>
<td>212</td>
<td>369</td>
<td>313.5</td>
</tr>
<tr>
<td>Law</td>
<td>102</td>
<td>11</td>
<td>96.5</td>
<td>26</td>
</tr>
<tr>
<td>Totals</td>
<td>2900</td>
<td>2596</td>
<td>2488</td>
<td>2987</td>
</tr>
</tbody>
</table>

### III. GEOGRAPHICAL DISTRIBUTION OF STUDENTS

#### REGULAR SESSION

New Mexico Students by Counties:

<table>
<thead>
<tr>
<th>County</th>
<th>1948-49</th>
<th></th>
<th>1949-50</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Men</td>
<td>Women</td>
<td>Total</td>
<td>Men</td>
</tr>
<tr>
<td>Bernalillo</td>
<td>1817</td>
<td>566</td>
<td>2383</td>
<td>2187.5</td>
</tr>
<tr>
<td>Catron</td>
<td>5</td>
<td>2</td>
<td>7</td>
<td>6</td>
</tr>
<tr>
<td>Chaves</td>
<td>53</td>
<td>8</td>
<td>61</td>
<td>19.5</td>
</tr>
<tr>
<td>Colfax</td>
<td>145</td>
<td>14</td>
<td>59</td>
<td>143</td>
</tr>
<tr>
<td>Curry</td>
<td>40</td>
<td>10</td>
<td>50</td>
<td>31</td>
</tr>
<tr>
<td>Doña Ana</td>
<td>19</td>
<td>5</td>
<td>24</td>
<td>13</td>
</tr>
<tr>
<td>Eddy</td>
<td>53</td>
<td>29</td>
<td>82</td>
<td>47</td>
</tr>
<tr>
<td>Grant</td>
<td>29</td>
<td>3</td>
<td>32</td>
<td>31</td>
</tr>
<tr>
<td>Guadalupe</td>
<td>11</td>
<td>5</td>
<td>16</td>
<td>6</td>
</tr>
<tr>
<td>Harding</td>
<td>2</td>
<td>2</td>
<td>4</td>
<td>1</td>
</tr>
<tr>
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| Totals       | 1473    | 1325   | 2828    | 1472    | 1383   | 2855    |
### IV A. COLLEGE AND UNOFFICIAL SUMMARY
### OF CIREUMS

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### IV. COLLEGE AND DEPARTMENTAL SUMMARY OF ENROLLMENTS

**Number of Individual Class Registrations**

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### IVB. COLLEGE AND DEPARTMENTAL SUMMARY OF ENROLLMENTS

**Number of Student Credit Hours Completed**

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## College and Departmental Summary

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### Degrees and Diplomas Conferred

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<th>Master's Degrees</th>
<th>Doctor's Degrees</th>
<th>Honorary Degrees</th>
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The Alumni Association proved conclusively during the 1949-50 biennium that the University of New Mexico can expect and depend on annual financial assistance from its alumni body.

More than $30,000 was contributed by alumni toward the construction of an Inter-Faith Memorial Chapel, approximately $15,000 each year of the biennium. This represented voluntary giving. Due to the nature of the project and the desire to ease gently into the fund-raising field, the Association avoided all aggressive solicitation tactics.

The biennial result, both as to number of contributors and amount of contributions, is evidence that an organized annual giving campaign would be successful. The number of alumni contributors, including those who gave through organizational plans, totaled more than 3,500.

The ALUMNUS Magazine, official voice of the Association, carried the University's story into the homes of more than 6,000 alumni ten months yearly. These alumni readers reside in all forty-eight states and in twenty-seven foreign countries. The magazine is now published in a Reader's Digest-sized format. The smaller page size was effected this past year to reduce printing costs and as a precaution against a paper shortage.

Alumni club movements have been started in more than thirty cities, extending from Los Angeles to New York City. Homecoming activities for alumni were greatly expanded during the biennium. Association records showed more than 3,000 graduates and former students participating in at least one phase of the Homecoming program during each of the past two years. Additionally, the June class reunion program was introduced successfully during the biennium.

Through its alumni clubs, the Association took an active role in the University's student recruitment program. An 800-foot colored movie of the 1950 Homecoming program was made available to alumni and faculty groups as part of that program.
Special alumni sections were provided at all home and out-of-town football games during the biennium. The Association sold more than $14,000 worth of game and season tickets to 3,500 alumni and friends of the University.

The Association maintained a close relationship with the New Mexico Alumni Lettermen's Club and other University social and academic alumni groups working in special interest fields.

During the past year, the University played host to the annual District VII meeting of the American Alumni Council. The district encompasses New Mexico, Utah, Colorado and Wyoming.

The Association initiated approximately 175,000 pieces of mail during the biennium in maintaining contact with an alumni body that exceeds 22,000 former students. One full-time clerk and three part-time student helpers maintain the Association's records and more than 125,000 identification cards. Cards are classified as follows: master file, state, class, membership, and military.

To improve office facilities, the Association acquired an engravings file cabinet and an Addressograph machine. The cabinet houses the 2,000 magazine engravings that have been accumulated during the past quarter century and are now valued at $10,000. The Addressograph machine is capable of addressing 750 pieces of mail each hour. Eventually, Addressograph plates will be prepared for all alumni; currently, only members of the Association have been plated. The Association also purchased a cabinet with a capacity of 25,000 plates.

The Alumni Association is a co-operative venture between the University and its alumni. The managing director is selected by the President with the approval of the Board of Regents. Executive Committee members are elected by Association members.

During the first half of the biennium, the Executive Committee, meeting with the Association office manager and the managing editor of the ALUMNUS, was responsible for Association policy. The Director was on a leave of absence to complete work on a master of science degree at Columbia University. Currently, the Committee convenes twice yearly and acts as adviser to the Director.
The biennial operation can be summed up as follows:
Alumni are intensely interested in the continued high-quality development of the University and are willing to invest in guaranteeing that program.

Respectfully submitted,

William E. Hall
William E. Hall, Director
THE ATHLETIC COUNCIL

Martin W. Fleck, Chairman

The Athletic Council of the University of New Mexico is concerned with matters of policy regarding the conduct of intercollegiate athletics. Much of its work involves routine matters concerned with eligibility of athletes for participation, approval of game schedules, construction and administration of a budget, and acting in an advisory capacity to the administration concerning the personnel of the coaching staff.

The most important change during the biennium was a change in conference affiliation. In June of 1950 the University accepted an invitation to affiliate with the Mountain States Conference (popularly known as the Skyline Conference). Therefore, the University resigned from the Border Intercollegiate Athletic Conference, such resignation being effective as of June 31, 1951. By the fall of 1951, game schedules will have been adjusted so that the University will be an active, playing member of the Mountain States Athletic Conference.
During the biennium, January 1, 1949 to January 1, 1951 the business office administered the largest budgets in the University's history. Total current funds expenditures in the fiscal year ended June 30, 1950 were $4,006,742.47, while the budgeted expenditures for the year ending June 30, 1951 are exactly $4,000,000.00. Comparison of these amounts with the current funds expenditures of ten years ago and of the last preceding biennium points up the rapid growth of the University:

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<td>$3,371,314.02</td>
</tr>
</tbody>
</table>

Following are exhibits which reflect the University's financial position, operating results, and budget requests:

- **Exhibit A** Balance Sheet at June 30, 1950
- **Exhibit B** Statement of Actual and Budgeted Income and Expenditures, 1949-50 through 1952-53.
- **Exhibit C** Analysis of Unexpended Plant Funds, 1949-50 through 1952-53.

The significant feature of the Balance Sheet (Exhibit A) is the ever-present non-liquid status of the University's assets. At June 30, 1950 the University had total cash on hand and in banks of $2,032,387.34. Of this total, however, $56,789.10 was cash held by the State Treasurer for investment (part of the University's permanent fund); and $130,635.28 was restricted to payment of principal and interest on various bond issues. Thus only $17,763.05 was cash available for payment of current bills. By way of contrast, the University had accounts payable amounting to $106,932.58 and loans payable to banks of $175,000.00. In addition, monthly payrolls are regularly in excess of $200,000.00 per month.

Among the current assets at June 30, 1950 were approximately $390,000.00 of receivables and inventories. While these were good assets, they are slow to convert into cash and are, therefore, of little use in paying current bills and regular payrolls.

The University's usual tight cash situation was aggravated in the year ended June 30, 1950, by failure of the State Board of Finance to allow the total amount appropriated by the legislature. The Board withheld $79,975.00 of the University's regular appropriation and $50,728.08 of a contingency appropriation intended to cushion the University against loss of student fees. This $130,703.08 which is included in the income from appropriations in Exhibit B and which the University regards as due from the State, would do much to relieve the institution's
EXHIBIT A

University of New Mexico
Balance Sheet, All Funds, at
June 30, 1950

ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>13,050.00</td>
</tr>
<tr>
<td>- On hand</td>
<td>13,050.00</td>
</tr>
<tr>
<td>- In banks - restricted</td>
<td>138,835.28</td>
</tr>
<tr>
<td>- - unrestricted</td>
<td>34,713.05</td>
</tr>
<tr>
<td>- Held by State Treasurer</td>
<td>56,709.10</td>
</tr>
<tr>
<td>Accounts receivable, net</td>
<td>221,711.60</td>
</tr>
<tr>
<td>Notes receivable, net</td>
<td>7,342.85</td>
</tr>
<tr>
<td>Due from State (appropriation withheld)</td>
<td>130,703.08</td>
</tr>
<tr>
<td>Inventories</td>
<td>362,787.53</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>158,750.69</td>
</tr>
<tr>
<td>Deposits</td>
<td>88,347.51</td>
</tr>
<tr>
<td>Investments:</td>
<td>101.00</td>
</tr>
<tr>
<td>- Held by University</td>
<td>84,238.17</td>
</tr>
<tr>
<td>- Held by State Treasurer</td>
<td>1,187,518.41</td>
</tr>
<tr>
<td>General plant:</td>
<td>1,271,786.58</td>
</tr>
<tr>
<td>- Land and improvements</td>
<td>1,655,906.53</td>
</tr>
<tr>
<td>- Buildings</td>
<td>1,767,730.55</td>
</tr>
<tr>
<td>- Equipment and books</td>
<td>465,906.18</td>
</tr>
<tr>
<td>- Construction in progress</td>
<td>6,106.51</td>
</tr>
</tbody>
</table>

Total assets

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$9,035,766.92</td>
</tr>
</tbody>
</table>

LIABILITIES AND RESERVES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable</td>
<td>105,932.58</td>
</tr>
<tr>
<td>Notes payable (bank)</td>
<td>175,000.00</td>
</tr>
<tr>
<td>Deposits</td>
<td>36,403.61</td>
</tr>
<tr>
<td>Deferred income</td>
<td>52,163.50</td>
</tr>
<tr>
<td>Long-term debt:</td>
<td></td>
</tr>
<tr>
<td>- Bonds payable</td>
<td>3,283,000.00</td>
</tr>
<tr>
<td>- Real estate contract payable</td>
<td>15,773.33</td>
</tr>
<tr>
<td>Surplus and fund principal:</td>
<td>3,298,773.33</td>
</tr>
<tr>
<td>- Unappropriated surplus</td>
<td>1,358.58</td>
</tr>
<tr>
<td>- Reserves for bond retirement</td>
<td>138,035.26</td>
</tr>
<tr>
<td>- Loan fund principal</td>
<td>2,788.56</td>
</tr>
<tr>
<td>- Endowment fund principal</td>
<td>1,278,563.76</td>
</tr>
<tr>
<td>- Agency fund principal</td>
<td>116,310.87</td>
</tr>
<tr>
<td>- Plant fund reserves</td>
<td>121,597.36</td>
</tr>
<tr>
<td>- Surplus invested in plant</td>
<td>3,701,999.67</td>
</tr>
</tbody>
</table>

Total liabilities and reserves

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$9,035,766.92</td>
</tr>
</tbody>
</table>

uncomfortable cash position. In any event, however, the University should have unrestricted cash available of about $300,000.00 (as contrasted to the approximately $48,000.00 available at June 30, 1950) in order to meet current bills and payrolls, to avail itself of cash discounts, and to avoid the necessity for payment of interest on short-term bank loans. This could be accomplished only by a legislative appropriation of about $250,000.00 in excess of the University's needs for operations in 1951-52 but to date the legislature has demonstrated
little willingness to appropriate anything for improving the institution's working capital.

EXHIBIT B

University of New Mexico
Statement of Actual and Budgeted Income and Expenditures, 1949-50 through 1952-53

<table>
<thead>
<tr>
<th>INCOME</th>
<th>Actual, Year Ended June 30, 1950</th>
<th>Estimates, Years Ending June 30</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational and general</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student fees</td>
<td>$1,238,240</td>
<td>$934,700</td>
</tr>
<tr>
<td>State appropriation</td>
<td>1,650,228</td>
<td>1,724,500</td>
</tr>
<tr>
<td>Sales, services, miscellaneous</td>
<td>50,518</td>
<td>25,800</td>
</tr>
<tr>
<td>Total</td>
<td>$2,939,015</td>
<td>$2,655,000</td>
</tr>
<tr>
<td>Auxiliary enterprises</td>
<td>960,064</td>
<td>1,230,000</td>
</tr>
<tr>
<td>Non-educational income</td>
<td>104,196</td>
<td>95,000</td>
</tr>
<tr>
<td>Combined total income</td>
<td>$3,003,276</td>
<td>$3,050,000</td>
</tr>
</tbody>
</table>

| EXPENDITURES                |                                  |                                  |
|-----------------------------|----------------------------------|                                  |
| Educational and general     |                                  |                                  |
| General, administrative     | $380,756                         | $402,000                         |
| Instruction and research    | 1,776,219                        | 1,697,560                        |
| Libraries                   | 1,161,154                        | 135,910                          |
| Physical plant operation    | 472,814                          | 394,500                          |
| Total                       | $2,775,913                       | $2,630,000                       |
| Auxiliary enterprises       | 987,608                          | 1,230,000                        |
| Non-educational expenses    | 213,191                          | 110,000                          |
| Combined total expenditures  | $4,000,712                       | $4,000,000                       |

In Exhibit B it will be noted that, in the year ended June 30, 1950, total expenditures exceeded total income by $3,466.11. During the year the business office elected to write down the inventory value of slow-moving University Press books by a total of $26,347.95. This step had never before been taken by the University; and if it had been deferred another year the recorded income would have exceeded expenditures by approximately $20,000.00; but the Press inventory would have been reported at a very unrealistic value in the Balance Sheet. It is proposed in the future to make regular annual adjustments to reflect market values of Press books; so that it will not again be necessary to absorb a substantial write-off in any one year. The $26,347.95 write-down in 1949-50 was, of course, an accumulation of market value declines over several fiscal years.
Ignoring the expenditures of the auxiliary enterprises (which tend, ordinarily, to break even) and the non-educational expenses (which are chiefly fixed charges: bond principal and interest and student aid), it will be noted that the bulk of the University's educational and general expenditures went, as usual, for instruction and libraries:

<table>
<thead>
<tr>
<th>Item</th>
<th>1949-50 Expended</th>
<th>1950-51 Budgeted</th>
</tr>
</thead>
<tbody>
<tr>
<td>General and administrative</td>
<td>$380,756</td>
<td>$402,000</td>
</tr>
<tr>
<td>Instruction</td>
<td>1,776,219</td>
<td>1,697,560</td>
</tr>
<tr>
<td>Libraries</td>
<td>146,154</td>
<td>135,910</td>
</tr>
<tr>
<td>Physical plant operation</td>
<td>472,814</td>
<td>394,500</td>
</tr>
<tr>
<td></td>
<td>$2,775,943</td>
<td>$2,630,000</td>
</tr>
</tbody>
</table>

These figures reflect the University policy which seeks to apportion educational and general expenditures approximately 70% to instruction and libraries and 30% to general administration and physical plant operation and maintenance.

In Exhibit C is expressed mainly the University's hope for needed new structures. In the biennium which began July 1, 1949 the University received $750,000.00 for buildings (out of a $2,500,000 state bond issue approved by the voters in the 1948 elections) whereas $1,000,000.00 was requested of the 19th Legislature for construction. Approximately $575,000.00 of this grant will be used for construction of a 40-room classroom building which is expected to be completed in April, 1951.

In addition, between December, 1948 and April, 1950, the University floated three revenue bond issues (secured by student fees and profits of the projects involved) in the total amount of $2,495,000.00, the proceeds of which were used to construct a Journalism and Publications Building, a new Heating Plant, a new Buildings and Grounds Building, additional library stacks, a 450-man dormitory, a 20-unit apartment project, and a clubhouse and new north-nine for the golf course (the latter to free the former south-nine of the golf course for erection of additional dormitories and athletic facilities.) With gifts of approximately $50,000.00 there was also constructed an art gallery.

The University's capacity to borrow through the device of issuing revenue bonds is about exhausted, hence Exhibit C reflects a request to the 20th Legislature for funds to construct the following additional, needed structures:

<table>
<thead>
<tr>
<th>1951-52</th>
<th>1952-53</th>
</tr>
</thead>
<tbody>
<tr>
<td>Law</td>
<td>$250,000</td>
</tr>
<tr>
<td>Military Science</td>
<td>200,000</td>
</tr>
<tr>
<td>Physics</td>
<td>150,000</td>
</tr>
<tr>
<td>Home Economics</td>
<td>75,000</td>
</tr>
<tr>
<td>Gymnasium</td>
<td>1,000,000</td>
</tr>
<tr>
<td>Infirmary</td>
<td>125,000</td>
</tr>
<tr>
<td>Engineering</td>
<td>100,000</td>
</tr>
<tr>
<td>Fine Arts</td>
<td>500,000</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>500,000</td>
</tr>
<tr>
<td></td>
<td>$3,200,000</td>
</tr>
<tr>
<td></td>
<td>$3,200,000</td>
</tr>
<tr>
<td>Geology</td>
<td>$250,000</td>
</tr>
<tr>
<td>Laboratory school</td>
<td>400,000</td>
</tr>
<tr>
<td>Business</td>
<td>300,000</td>
</tr>
<tr>
<td>Women's dormitory</td>
<td>1,250,000</td>
</tr>
<tr>
<td>Stadium</td>
<td>1,000,000</td>
</tr>
</tbody>
</table>
EXHIBIT G

University of New Mexico
Analysis of Unexpanded Plant Funds
1949-50 through 1952-53

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, July 1</td>
<td>$ 45,871.70</td>
<td>$ 124,597.36</td>
<td>$ 204,597.36</td>
</tr>
<tr>
<td>Add:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State appropriations</td>
<td>—</td>
<td>750,000.00</td>
<td>3,200,000.00</td>
</tr>
<tr>
<td>Transfers from current funds</td>
<td>20,533.43</td>
<td>25,000.00</td>
<td>25,000.00</td>
</tr>
<tr>
<td>Building fees</td>
<td>89,580.51</td>
<td>80,000.00</td>
<td>75,000.00</td>
</tr>
<tr>
<td>Student bond fees</td>
<td>19,797.26</td>
<td>14,000.00</td>
<td>39,000.00</td>
</tr>
<tr>
<td>Insurance recovery</td>
<td>47,178.05</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>Sale of property</td>
<td>96,826.91</td>
<td>31,000.00</td>
<td>1,000.00</td>
</tr>
<tr>
<td>Total funds available</td>
<td>$ 396,719.86</td>
<td>$1,051,597.36</td>
<td>$2,544,1597.36</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>$ 32,174.81</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Art gallery</td>
<td>45,231.74</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rifle range</td>
<td>12,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concession stands</td>
<td>$ 3,000.00</td>
<td>$ 100,000.00</td>
<td></td>
</tr>
<tr>
<td>Engineering building</td>
<td>47,178.05</td>
<td>$ 250,000.00</td>
<td></td>
</tr>
<tr>
<td>Law building</td>
<td></td>
<td>150,000.00</td>
<td></td>
</tr>
<tr>
<td>Physics building</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General classroom building</td>
<td>575,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Science laboratories</td>
<td>150,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Home economics addition</td>
<td></td>
<td>75,000.00</td>
<td></td>
</tr>
<tr>
<td>Gymnasium</td>
<td></td>
<td>1,250,000.00</td>
<td></td>
</tr>
<tr>
<td>Infirmary</td>
<td></td>
<td>125,000.00</td>
<td></td>
</tr>
<tr>
<td>Fine Arts building</td>
<td></td>
<td>500,000.00</td>
<td></td>
</tr>
<tr>
<td>Social Sciences building</td>
<td></td>
<td>500,000.00</td>
<td></td>
</tr>
<tr>
<td>Military Science building</td>
<td></td>
<td>200,000.00</td>
<td></td>
</tr>
<tr>
<td>Geology building</td>
<td></td>
<td>$ 250,000.00</td>
<td></td>
</tr>
<tr>
<td>Laboratory school</td>
<td></td>
<td>1,000,000.00</td>
<td></td>
</tr>
<tr>
<td>Business building</td>
<td></td>
<td>300,000.00</td>
<td></td>
</tr>
<tr>
<td>Women's dormitory</td>
<td></td>
<td>1,250,000.00</td>
<td></td>
</tr>
<tr>
<td>Stadium</td>
<td></td>
<td></td>
<td>1,000,000.00</td>
</tr>
<tr>
<td>Other improvements</td>
<td>39,686.11</td>
<td>19,000.00</td>
<td>20,000.00</td>
</tr>
<tr>
<td>Cars, trucks, and busses</td>
<td>7,150.00</td>
<td>8,100.00</td>
<td></td>
</tr>
<tr>
<td>General equipment</td>
<td>88,000.17</td>
<td>91,900.00</td>
<td>7,097.36</td>
</tr>
<tr>
<td>Debt service</td>
<td></td>
<td>65,500.00</td>
<td>75,500.00</td>
</tr>
<tr>
<td>Total expenditures</td>
<td>$ 272,122.50</td>
<td>$ 214,700.00</td>
<td>$3,292,597.36</td>
</tr>
<tr>
<td>Balance, June 30</td>
<td>$ 124,597.36</td>
<td>$ 204,597.36</td>
<td>$ 252,000.00</td>
</tr>
</tbody>
</table>

Since the last biennial report of the Comptroller various efforts have been made to improve the efficiency of the business office and to strengthen the financial position of the University.

Effective January 1, 1949, a purchasing department was established to centralize University buying. Upon completion of the new Buildings and Grounds
Warehouse in the summer of 1949, a Receiving and General Stores department was created for more effective control of the receipt of purchases and the issuance of office and maintenance supplies. In April 1950 a central Food Stores was installed in the new men's dormitory for the centralized purchasing, fabricating, and storage of food for the two University dining halls.

Mr. John Perovich and Mr. Frank Manfredi, both graduates of the University's College of Business Administration, are Purchasing Agent and Food Stores Manager, respectively. Mr. Manfredi is also manager of athletic concessions, which were taken over for direct operation by the University in July, 1950. Mr. Ray Nunez is manager of Receiving and General Stores.

During the biennium, also, collections and accounting for all dormitories were centralized in the offices of the new men's dormitory; and virtually all of the accounting forms of the University were revised and the business procedures streamlined. It is believed that all of these changes, particularly in the area of purchasing and stores control, have already saved the University many thousands of dollars.

Still greater economies could be effected if the University was removed from the confines of the State Purchasing Act and permitted to buy directly from manufacturers and food packers.

**Auxiliary Enterprises and Services**

Included in the Comptroller's jurisdiction are the University postal service, telephone exchange, mimeographing and mailing service, buildings and grounds department, and the several auxiliary enterprises.

During the biennium the postal service quarters were expanded to embrace the complete east end of the temporary building in which it is housed. This was made possible by moving the storage and shipping facilities of the University Press into the new Buildings and Grounds warehouse. A new contract with the government was executed which provides for a $5,000.00 annual payment to the University for operation of the postal station (formerly $2,500.00) and for the attachment of a government carrier to the station. The University also employed a carrier to collect and distribute campus mail; so it is no longer necessary for students and employees to go to the postal station for their mail.

The capacity of the telephone exchange has been doubled to take care of the expanding campus and staff.

The mimeographing service which was formerly an operation of the printing plant and the shipping department of the University Press were moved to the Buildings and Grounds warehouse and combined in a new Mimeographing and Mailing service. Both activities were formerly part-time operations and their combination permitted the employment of full-time personnel, with resulting improvement of service and lower cost to the departments serviced.
In the spring of 1949 the Buildings and Grounds department moved into a new warehouse building which is designed to house the varied activities of the department plus the receiving and general stores division, the mimeographing and mailing service, and storage for University Press publications.

After completion of the new warehouse, heating plant, and journalism building, in the summer of 1949 the Buildings and Grounds department undertook the conversion of the old buildings at a cost of approximately $30,000.00. The old printing plant was transformed into a home for the Counseling and Testing service. The old Buildings and Grounds headquarters was redecorated and remodeled for the joint use of the university police, engineering, and fine arts, and the old heating plant was converted to use for instructional purposes of the College of Engineering.

During the biennium the Buildings and Grounds department also supervised the construction of the several buildings financed by the 1948 General Building Bonds issue and the new University apartments as well as the 40-room general classroom building now under construction.

As a result of an extraordinary write-off of University Press books (mentioned earlier) in the amount of $26,347.95 plus general increases in operating costs, the combined auxiliary enterprises showed an over-all loss in the fiscal year 1949-50, as compared with a profit of $20,638.26 in 1948-49. The operations of the auxiliaries in 1949-50 are summarized below:

<table>
<thead>
<tr>
<th></th>
<th>Income</th>
<th>Expenditures</th>
<th>Excess of Income Over Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dining halls</td>
<td>$344,243.19</td>
<td>$334,935.79</td>
<td>$ 9,307.40</td>
</tr>
<tr>
<td>Snack bars</td>
<td>16,691.28</td>
<td>15,829.79</td>
<td>861.49</td>
</tr>
<tr>
<td>Women's residential halls</td>
<td>78,745.69</td>
<td>80,931.96</td>
<td>2,186.27*</td>
</tr>
<tr>
<td>Kirtland Field housing</td>
<td>55,861.47</td>
<td>56,934.98</td>
<td>1,273.51*</td>
</tr>
<tr>
<td>Men's dormitories and family dwellings - Campus</td>
<td>72,934.93</td>
<td>55,463.58</td>
<td>17,471.35</td>
</tr>
<tr>
<td>Inter-collegiate athletics</td>
<td>107,806.48</td>
<td>134,972.24</td>
<td>27,165.76*</td>
</tr>
<tr>
<td>Golf course and driving range</td>
<td>86,294.54</td>
<td>80,837.61</td>
<td>5,456.93</td>
</tr>
<tr>
<td>University Press</td>
<td>43,129.80</td>
<td>76,380.25</td>
<td>33,250.45*</td>
</tr>
<tr>
<td>University Printing Plant</td>
<td>154,536.65</td>
<td>151,322.10</td>
<td>3,214.55</td>
</tr>
<tr>
<td><strong>Total Auxiliary enterprises</strong></td>
<td><strong>$960,064.03</strong></td>
<td><strong>$987,608.30</strong></td>
<td><strong>$27,544.27</strong>*</td>
</tr>
</tbody>
</table>

* Loss.

Richard E. Strahlem
Comptroller
The University of New Mexico department of information is set up to keep certain publics abreast of what is happening at the University in the fields of academic and athletic endeavors.

We consider our prime publics to be the UNM faculty, student body, Regents, alumni, state public school students, and the general public in the state and nation.

We use every means in our power to reach these various publics: daily and weekly press, wire services, state and national magazines, radio channels, and social and civic clubs through a speakers' bureau.

Our under-staffed department, considering that we have 4,500 students and 300 staff members, consists of the director, who handles all the academic publicity, and one sports man.

The office force includes one full-time secretary and part-time student help for typing and mailing.

We have no way of measuring our radio coverage but we receive clippings which show an average of 600 to 700 column inches in our New Mexico out-of-town papers weekly, and over that amount in the two Albuquerque daily papers each week.

Besides the academic publicity, we handle the releases for all UNM major and minor sports. No small job is the publishing of
Biennial Report (contd.) -

programs for home games for football and basketball. In football alone, through sale of ads and programs, we turn in a net profit of approximately $4,000 annually to the athletic department.

In the academic field, the prime sources for University releases are in the top administrative offices and research projects both by individuals and UNM colleges and departments. We stress, also, the cultural programs which the University offers, in an effort to tie the public to the advantages an institution of higher learning can offer to local and state residents.

G. ward Fenley, director
To the Academic Vice-President:

I am pleased to present this biennial report on the activities and plans of the University Libraries, covering the period January 1, 1949 to January 1, 1951. The cooperation and support of the Administration and Faculty of the University has been excellent through this period, and if world conditions permit, the library services to the University should become increasingly valuable as we move forward into the next biennium.

RESOURCES

The libraries of the University added 31,984 volumes during the biennium. This brought the total number of cataloged volumes to 181,077, with the Law Library having 24,372 and the General Library 156,705 volumes. In addition, the resources have been strengthened by an increasing number of serial subscriptions, United States documents, United Nations documents, and maps. The number of serials checked into the library increased from 44,334 in 1947-48 to 57,312 in 1948-49 and to 75,480 in 1949-50. This was a two-year increase of 70.3 per cent.

The maps received on deposit from the Army Map Service were processed during the biennium and an excellent collection of 43,000 maps was made available for use. These include a number of captured maps.

Exchanges. The collections have been increased through the exchange program that has been carried on for several years. The University Publications series have been liberally exchanged with other institutions in the United States and in other countries. Foreign exchanges have increased in number, particularly through the work of UNESCO. The Library has served as a clearing house for the exchanges of the New Mexico Quarterly, The New Mexico Historical Review, and plans to serve in similar capacity for the publications of the Bureau of Business Research and the Division of Government Research. A
considerable number of books and serials have been added by checking the duplicate exchange lists sent out by other institutions. To some extent, debts have been paid by mailing out lists of duplicate serials in the University of New Mexico Library.

**Gifts.** During the biennium, a total of 6,032 volumes were added to the Libraries by gift. Outstanding among the many gifts were the following. Senator Clinton P. Anderson gave 1,128 volumes from his personal library, and the papers of Michael Steck, an Indian Agent for the Territory around 1860. Judge Carl A. Hatch gave 287 volumes of legal material. Mrs. Holm O. Bursum, Sr. gave 163 volumes of books and a quantity of papers relating to Mr. Bursum's life as a public official. Mr. Edwin C. Crampton gave the Law Library 450 volumes relating to American and English law. Through the will of Mrs. Florence M. Bailey, the Libraries received 85 volumes on ornithology. Mr. Albert G. Simms presented 61 volumes from his personal library. Dean John D. Robb continued to add to his collection of recordings of New Mexico folk music, the collection now containing 365 numbers. Mrs. Jessy M. Sullivan gave $150 to purchase books as a memorial for her son Walter J. Sullivan, Jr. The Albuquerque Lions Club gave an Rior Tape Recorder for the use of blind students. A complete list of donors is given as Appendix E.

**Acquisitions by purchase.** There have been no significant changes in the general booktrade situation during the biennium. It has been easier to obtain most foreign books and serials. Eastern European publications have been practically unavailable. Probably the most noted single factor in the acquisition program has been the increasing cost of material. During 1948-49, prices began a decided increase, and the Libraries have received fewer volumes for the same amount spent than was true during the previous biennium.

The developing graduate program of the University has influenced the type of library acquisitions. There are more source materials wanted, and considerably more foreign publications. Important selections were made by traveling faculty members, such as by Librarian Arthur M. McAnally in Peru, Dr. Dorothy Woodward and Dr. Albert R. Lopes in Spain and Portugal, Argentina and Brazil, Dean John D.
Robb in France, and Dr. Benjamin Sacks in England.

Space will permit the listing of only a few of the interesting and important acquisitions of the two-year period:

League of Nations Publication -
Complete files of the Official Journal.
Complete files of the Assembly Records.
All available publications of the Permanent Mandates Commission
All available publications of the Advisory Committee on Traffic in Opium.

Meddelser om Gronland, 1879 (v.1) - 1943.
Journal de Physique ... et le Radium, series 4-7 (30 volumes).
Klein, Gustave, Handbuch der Pflanzenanalyse, 1931-33, 4 v. in 6.
Nomenclator Animalium Generum et Subgenerus, 1926-40, 6 v.
Dicionario de la Lengua Castellano, 6 v.
Ellis, Henry, ed., Domesday Book, 1783-1816.
Florez, Enrique, Espana Sagrada, 34 v.
Van Marle, Raimond, The Development of the Italian Schools of Painting, 19 v.
Bryan's Dictionary of Printers and Engravers, 5 v.
Donat, Franz, Grooses Bindungs-Lexikon.
Grande Enciclopedia Portuguesa e Brasileira, 17 v.
(Microcards)
Early English Text Society, Publications, original series and extra series, 137 v.

Akademie der Wissenschaffen, Vienna. Philosophisch-Historische Klasse.

Royal Asiatic Society of Great Britain and Ireland, Transactions and Journal, 1823-1937.
While excellent progress has been made in recent years to build the collections, there should be even higher appropriations for the purchase of materials vital to the work of the University. A university with eight colleges, a rapidly expanding graduate school, five research divisions, and thirty-four instructional departments should have an enlarged library program to give adequate support to instruction and research.
SERVICES TO READERS

As shown in Appendix B, there were 359,460 loan transactions during the two year period. This was an average of 76 loans per student during each year. The average annual loans per student of two-week books was forty-five. Statistics, though, can never convey a complete picture of activity. The use of books and periodicals in the Reference Rooms is unmeasured. The use of books in the stacks is also not included in the above figure. And, thousands of books checked at the Loan Desk for use within the building are not included in figures of loan transactions.

The work of the Circulation Department was affected most during the report period by the completion of the upper five floors of the stack. In August, 1949, the books in the lower four stack floors were distributed through the entire nine floors. This relieved the serious overcrowding, and made it possible to shelve the books in their proper order. Occupancy of the upper stack floors brought in another problem, which has yet to be solved. The dumb-waiter type of book conveyor is inadequate for getting books to the patrons at the Loan Desk in a reasonable length of time. As soon as possible, a modern book conveyor, with pneumatic tubes for sending call slips to the various stack floors, should be installed.

While rearranging the stack collections, the University of New Mexico publications that were stored in the stacks were moved to the newly completed warehouse. This has released valuable space for use in library functions.

The completion of the upper stack floors made a total of 109 carrels available for assignment to faculty and graduate students. Except during the summer session, these carrels have all been assigned. If the graduate enrollment grows larger, more carrels will be needed.

During 1949, the use of the Coronado Room as a classroom was discontinued. The alcoves of the Coronado Room were discontinued as offices. Plans are be-
ing formulated to create a Department of Special Collections, headed by a Special Collections Librarian, which will include maps, rare books, microfilm, microcards, archives, and the Coronado Room collection of New Mexicanas. The Special Collections Librarian, Dr. Davidson B. McKibbin has already been appointed, and the Coronado Room opened as a regular reading room. With further reorganization of collections, this Department will greatly increase the service to readers, which is the primary aim of the University Libraries.

A number of details of reorganization in the Circulation Department were accomplished in an effort to improve the efficiency of operation. The Circulation Office in the browsing room was discontinued, its functions and those of the Loan Desk and Reserve Room combined into one Circulation Department directed by the Circulation Librarian. The staff manual for this Department was revised. Shelving was installed in the Loan Desk area to facilitate the flow of returned books back to the stacks. The telephone was moved from the Loan Desk to the Circulation Librarian's desk for better use in discussing book use problems with faculty, calling about overdue books, etc. A telephone was installed in the Reserve Room, principally for early calls about overdue reserve books. Identification of all borrowers was instituted. For this purpose the library assistants accepted the student activities ticket, a stack privileges card, or a special borrower's card issued in the Librarian's Office. There is need for one identification card that is carried by all registered students, and a faculty identification card.

To speed up the loaning of books in the Reserve Room, the collection was arranged alphabetically by author. This eliminated the dependence upon complex call numbers for locating needed books. Also a policy was adopted to take every book off reserve when the course for which it was reserved was completed. During the 1949 Christmas vacation, the entire reserve collection was "weeded" to make space for needed reserve volumes.
The University Librarian is presently engaged in studying the possibilities of creating an open-shelf undergraduate collection in the present reserve room, and if needed, also in the Southeast reading room. To do this may require some system of exit controls, perhaps with turnstiles. Librarians and faculty members seem to agree on the desirability of such an undergraduate room; there remain only the mechanics of bringing it about.

The Reference Department has continued to provide an excellent quality of reference service. This service is composed of (1) direct service to readers, and (2) work with the collections to make reader service possible. During the second year of the biennium, the number of reference questions dropped approximately 25 per cent. The reason for this is difficult to find. The enrollment declined some, but not by this same proportion. A change in the method of teaching one course enrolling large numbers of students probably accounted for some of the decline in use.

Upon the retirement of Miss Ruth Russell in June, 1950, the responsibility for extension loans and interlibrary loans was taken over by the Reference Department. Statistics of these loans are shown in Appendix B. The subjects of books most frequently loaned on interlibrary loan were: literature, education, history, biology, physics, and geography. The subjects of books most frequently borrowed were: chemistry, literature, history, geography, physical education, and psychology. By extension loans, the subjects of books most frequently loaned were: history, literature, government, and education.

Staff members of the Reference Department have checked the library holdings of several published indexes, and have compiled indexes of several collections of plays and short stories. They have supervised the shelving of the uncataloged document collection and of the United Nations publications. They have taken an annual inventory of the reference collection. They have participated actively in the selection of general books.
Early in 1950 the reference staff reorganized the periodical room. Complete unbound files of periodicals, formerly kept in the open-shelf periodical room, were taken to the stacks. The latest number of each of some 800 titles of periodicals were placed in this open shelf collection. This doubled the number of periodical titles available on open shelves for browsing and general reading. The problem of periodical loss continues to be one that is difficult to solve. Titles that seem most vulnerable are kept at the Reference Desk and checked out upon signature. The collection of newspapers in the open shelf collection has also been increased, the plan being to secure one of the leading newspapers in each region of the United States.

Each member of the library staff is conscientiously striving to improve service to readers, which is the "line" activity of the library organization. We recognize two further needs in this area, and hope to make some plans for improvement soon. One is the need for a student handbook of the libraries that can be given to all new students. Another is the need for a course, divided into sections, on the use of the libraries and elementary bibliography. Probably there is no service course more important than one that will lead students to a knowledge of printed resources in their chosen subject fields.
The staff of the Technical Processes Division of the Library is so constantly faced with a tremendous quantity of material that they must fight against frustration. Despite difficulties caused by changing personnel, they have made significant progress during the two years.

Cataloging. A total of 16,528 titles were cataloged, and 26,257 volumes were accessioned. Many of the accessioned volumes will not be fully cataloged, but to some extent the difference between the two figures above represent arrears in cataloging. As the graduate program of the University grows, the type of library material that is acquired increases the difficulty of cataloging and slows the amount that is processed. Many titles in foreign languages have been received, some of which the staff cannot easily handle. The turnover of catalogers has been a major factor working against a high quantity of cataloging. The present staff should steadily make inroads into the arrearage of material.

The reorganization of materials caused, in part, by the occupancy of the new stack floors, has brought a large amount of work to the Catalog Department. It was decided to separate the music scores from other music books, and the catalogers had to change the records on these. For the preservation of University of New Mexico theses, it was decided to place the first copy of each in the locked area on the ninth floor of the stacks. This required the withdrawing of cards from the catalog and the shelflist, remarking them, and refiling the cards. Hundreds of titles have long been lost, but records were not changed. The catalog librarians have checked the records and withdrawn 6,849 cards from the public catalog. The cards in the public catalog were shifted to fill all the unused trays. Some refiling was done, especially in the United States entries.

A total of 190 titles were recataloged. There is much recataloging needed, particularly in individual biography, bibliography, Shakespeare, and music
collections. Many of the older entries in the public catalog need correction and revision, in harmony with the new Library of Congress List of Subject Headings which is the basis of present subject heading work.

Other work facing the Catalog Department is (1) bringing serials cataloging up-to-date, (2) cataloging the microfilm collection, (3) cataloging the folk music record collection, (4) cataloging the remainder of the Van De Velde and Wilson collections, and (5) cataloging selected documents.

Serials. The steady growth in number of serial subscriptions, and the number received by gift and exchange, has caused a physical growth in the Kardex serial checklist records. Two new Kardex cases were added and the complete records rearranged. A total of 5,210 titles are regularly checked in at the serial checklist. During the two years, 132,792 different serial and document numbers were checked in. There are a few hundred titles of old periodicals remaining in the stacks that were classified but not cataloged. This serial cataloging remains to be done.

The H.W. Wilson Company is currently preparing a supplement to the Union List of Serials for the period 1944 to date. The Associate Librarian and Chief Cataloger spent a considerable amount of time checking the letters A to L for the University Library's holdings.

The Serials Assistant, under the direction of the Associate Librarian, is maintaining a desiderata serials file for use in completing volumes, and is systematically searching for missing numbers and sending claims to publishers. She prepares lists of duplicates for exchange and checks exchange lists received from other libraries.

Binding. With the decided increase in binding funds during 1949-50, a larger number of volumes were bound, and at a lower average cost per volume. Total volumes bound was 3,583. Since funds for binding were inadequate over many years, there is a very great backlog of material needing binding. It will
greatly increase service possibilities, and will make the preservation of valuable material possible if adequate binding funds can be continued. And, as book and periodical funds increase, binding funds should be increased proportionally. It is also to be noted that funds for binding were doubled, but no additional personnel provided to handle the preparation of material for the bindery.

One student assistant has been assigned to the repair of books and the preparation of new paper bound materials. Some progress has been made in detecting books in the circulation processes that need repair. By repairing before portions are lost, many volumes have been saved.
The staff

There were a number of staff changes during the biennium. The University Librarian, Mr. Arthur McAnally resigned in April, 1949 to accept the position of Assistant Director for Public Service Departments at the University of Illinois Library. Mr. David Otis Kelley, Head of the Department of Library Science, University of Kentucky, was appointed University Librarian to replace Mr. McAnally, and began his service June 15, 1949. During the interim between Librarians, Miss Helen Hefling served as Acting Librarian.

In June 1950, Miss Wilma Shelton, Librarian Emeritus and Professor of Library Science retired after having served the University for thirty years. At the same time, Miss Ruth Russell, Assistant Librarian, retired after twenty-eight years of service to the University.

Resignations during the biennium were: Virginia Arbuckle, Rodman Bassein, and Florence B. Morgan, Catalogers; Charles Brophy, Jr., Circulation Librarian; and Nandy Trammell, Head of the Circulation Records Office.

Appointments made to the professional staff were: Charles Brophy, Jr. and Warren B. Kuhn, Circulation Librarians; Rodman Bassein, William H. Lowry, Mrs. Lillian S. Pankratz as Catalogers; and Luella Heimerdinger as Instructor in Library Science and Cataloger. The position of Special Collections Librarian was newly established, and Dr. Davidson B. McKibbin appointed to the position.

It is a little difficult to determine the reasons for some of the resignations, such as family responsibilities in other cities, and health. In two cases, better positions were obtained. However, the University Librarian recognizes a measure of dissatisfaction with general staff status. This is particularly noticeable in efforts to find appointees for vacant positions. We are fortunate in having the fine staff that we have at present, considering the availability of many better positions. We need to establish a classification and pay plan with regular pay increases, based upon merit.
A job evaluation study has been begun, with the intention of achieving as nearly correct alignment of duties and responsibilities as possible. When completed, the study should reveal positions that are overloaded with duties, and reveal those that could have functions added. It should indicate where new positions are needed. With this basic data, we should soon have a recommended classification system.

Librarians should be given faculty rank, with all privileges enjoyed by their teaching colleagues. Salaries, while satisfactory in general, will have to increase with the rising cost of living if we are to have an adequate library personnel. Well qualified candidates for our positions have failed to accept offers of positions and have pointed to the above matters as reasons. On the other hand, we are in a fortunate position with respect to many personnel matters, such as holidays and vacations, group insurance, and retirement.

Meetings of the complete staff have been held at least once a year. With the constant pressure of essential library work, it has been difficult to find a time when staff meetings can be held. Staff participation in policy formulation has been carried out through the Library Council, composed of the library department heads. This group meets whenever there is some matter for discussion, and this has been approximately every two weeks. The library staff elects a staff committee, composed of three members, which represents the staff on any matter of interest and especially functions as a social committee. This committee was in charge of a staff dinner and a public reception upon the occasion of the retirement of Miss Wilma Shelton and Miss Ruth Russell in June, 1950.

Librarians have participated in several professional meetings during the biennium. The New Mexico Library Association met in Albuquerque in October, 1948, and all staff members had the opportunity of attending some sessions. Miss Helen Hefling served as program chairman for the meeting.
Miss Hefling has served as a member of the Executive Board of the American Library Association; Division of Cataloging and Classification, member of the American Library Association's Bookbinding Committee, and 1948-49 Chairman of the Salaries Committee of the New Mexico Library Association. She attended the American Library Association Midwinter Conference at Chicago in January, 1949, and January, 1950, the regional A.L.A. Conference at Fort Worth in November, 1949, and the Cleveland A.L.A. Conference in July, 1950.


Miss Genevieve Porterfield has served as Chairman of the New Mexico Library Association Committee on Recruiting, as the New Mexico representative on the Membership Committee of the Association of College and Reference Libraries, and Chairman of the Nominating Committee of the Albuquerque Library Association. She edits the "Guide to the Literature of the Southwest" in the New Mexico Quarterly. Miss Porterfield attended the 1948 meeting of the American Library Association meeting in Atlantic City, and the 1949 meeting of the New Mexico Library Association in Santa Fe.

Miss Ruth Russell served as President of the New Mexico Library Association during 1948-1949.

Miss Theresa Gillett attended the 1948 Conference of the American Library Association in Atlantic City, and the 1950 Conference in Cleveland. She attended the 1949 meeting of the New Mexico Library Association.

Miss Theresa Gillett, Miss Helen Hefling, and Miss Helen McIntyre were initiated into Beta Phi Mu, honorary fraternity in library science.
Mr. Arie Poldervaart, Law Librarian, has been active in affairs of the New Mexico Library Association, particularly with regard to certification. He attended the 1949 and 1950 annual meetings, and served as Chairman of the Nominating Committee at the 1950 meeting. He is a member of the State Library Commission. He is a member of the University Library Committee.

David Otis Kelley attended the 1949 Midwinter Meeting of the American Library Association, and the regional A.L.A. Conference in November, 1949, held at Fort Worth. He attended the 1949 and 1950 meetings of the New Mexico Library Association, serving as Chairman of the Committee on the Constitution and By-Laws. He spoke on "Library Cooperation" at the 1949 meeting. He serves as Vice-President of the Albuquerque Library Association. He participated as a discussant in the Southwestern Conference on Adult Education held in October, 1950 at Albuquerque. He serves as consultant to the New Mexico State Certification Board, and as consultant to the Los Alamos Technical Library.

The work of the librarians has been greatly augmented by the services of the full-time non-professional assistants and the student assistants. Individual achievements can not be detailed here, but as a group they have worked faithfully and well. An attempt has been made to select student assistants carefully, and to encourage them to retain their library employment through their university years. Several have remained on the staff for several years, and thereby have steadily improved in the quality of their service. A few have decided to make librarianship their career.

New positions needed. We have recently checked the titles to be received as a depository for U.S. documents. The result has been to double, approximately, the number of pieces that will come to the Library. To handle this material adequately, we will need to have a full-time Documents Librarian. Since federal documents are used by faculty and students, and by many other persons in this region, it is very important that we provide excellent service
with this type of material.

Our staff of catalogers is at present too small to process the quantity of acquisitions that we are receiving. As pointed out in another section of this report, we have an arrearage of material at present, which will grow larger if our program of acquisitions is increased. Catalogers are at present putting in many hours of overtime in an attempt to keep abreast the work. We should add one new Cataloger to the staff.

In like manner, the Acquisition Department is at present understaffed. With the book and periodical expenditures averaging $44,619.19 per year for the biennium, the Department should have one more full-time professional librarian as Assistant Acquisition Librarian.

To help with the preparation of binding, sorting and listing of duplicates, handling of gifts, and other duties, the Technical Processes Division should have another full-time non-professional assistant.
With the completion of the nine floor stack tower in 1949, the shelving of the present stack collection is quite satisfactory. But it has been often said that university libraries double their size every sixteen years, and actually the University of New Mexico Library has almost quadrupled in size during the past sixteen years. The present annual growth of the collections require about one-half a stack floor. With such growth continuing, we must look forward to an addition to the stacks in about three or four years, or in 1953 or 1954. Actually the unprocessed collections on the second main floor are of such quantity that they may take up a considerable area of the present stacks when they are sorted and classified by the Special Collections Librarian.

If the Reserve Room and the Southeast Reading Room can be converted into open-shelf reading rooms for undergraduates, with a sizeable book collection, the time for building on to the stack tower may be postponed a year or two.

The addition of 84 new carrells and the opening of the Coronado Room as a reading area brought the Library's seating capacity to 750. This provides seats for 16% of the student body. Some recently built university libraries have been planned to accommodate 40% of the students. During the period of declining enrollment, the provision of reading space will not be serious, but when the enrollment again approaches 5,000, we will be confronted with a problem. It will be difficult to provide more seats short of adding another reading room.

With the acquisition of a considerably larger number of United States documents, and the addition to the staff of a Documents Librarian, there will be a need for a documents reading room. Also there is needed at present a larger periodical reading room. Planning for the near future should include these needed reading rooms.

The space available for the Acquisitions Department and for the Technical Processes Division is inadequate. Plans should be made in the near future to
build an addition to the building that will provide satisfactory space for these processes. The steep ramp now used for deliveries is most inconvenient. Books and all mail must be brought up to the working areas by a lift. A better arrangement would be to have deliveries, made at the first floor level directly into the quarters of the Acquisitions Department. Such a change can only be brought about by an addition to the present building.

As soon as space for faculty offices is available in other buildings on the campus, the offices now on the second floor of the Library building should be removed. The rooms now used for offices are needed for library purposes, especially for the special collections. Some of the rooms might well be converted into faculty studies (not offices).

One of the vexing problems of the biennium has been keeping the building and certain rooms locked at appropriate times. The system of keys has deteriorated over the years to such an extent that it was considered necessary to install new locks on all doors. This project has been completed, and new keys issued according to a carefully considered plan.

The building problem requiring most urgent attention is that of lighting. The incandescent table lamps in the three wings of the Reference Department are overloading the wiring, and on two occasions have caused a complete light failure. Lights in the other reading rooms, offices, and working areas do not give adequate light and are exceedingly costly to operate. An especially poorly lighted area is the public card catalog. A recent test showed that the lower trays receive only two or three foot candles of illumination. A lighting engineer should be secured to make a study of the entire library lighting problem and recommend a solution.

A major problem of physical facilities for library services concerns the Law Library. The present law collections have been placed in three locations in the Stadium Building, in Yatoka Hall, and in the basement stacks of the
General Library. Law books have been stored in piles on the floor of a first floor room of the Stadium. A broken water pipe recently damaged some $200 worth of the volumes. Books are stacked in every available inch of space in the Stadium Building, in some cases exceeding the weight limits of the floors. Seating space for law students is also inadequate. It is to be hoped that a Law Building with adequate space for the library can be planned soon.

Recent painting of reading rooms, offices, and lobby of the General Library has improved the appearance of the building. Even before painting, visitors exclaimed over the beauty of the building. Now it is truly the "show place of the campus."
President Ernest H. Wilkins, in a paper given at Harvard University in March, 1949, said: "The university library consists of three essential elements - the book collection, the building, and the staff. If the library is to serve scholarship faithfully and well, each of these three elements must be excellent in itself, and adapted as perfectly as possible to the activities of scholarship." This principle underlies the actions of the present administration of the University of New Mexico Libraries. In the section of the report presented above, the accomplishments and needs of the libraries have been pointed out. We shall continue to work to enrich the collections, to maintain a well-qualified staff of librarians and other library assistants, and to provide the physical facilities that will make possible their best contributions.

As we now move into the next biennium, the University Librarian wishes to make the following recommendations, and plans for the future:

1. That financial support be increased for the acquisition of materials needed for instruction and research.
2. That we adopt a system for the identification of students and faculty.
3. That we install a modern book conveyor and pneumatic tubes in the stack tower.
4. That we organize an undergraduate reading room in the present Reserve Room.
5. That we install a system of building exit controls to prevent loss of books.
6. That we compile and distribute a handbook on the library to all new students.
7. That we organize a course on use of the library and elementary bibliography for Freshman and other new students.
8. That we adopt a classification and pay plan for the professional and non-professional staff.
9. That we provide faculty rank for librarians, with all the privileges enjoyed by the teaching faculty.
10. That we add to the staff a Documents Librarian, a Cataloger, an Assistant Acquisition Librarian, and a non-professional assistant in the Technical Processes Division.

11. That we improve the lighting in the Library Building.

12. That we plan for building additions to be made in three or four years.

13. That we build suitable quarters for the Law Library.

14. That faculty offices be moved to other campus buildings, and the second floor rooms be used for library functions.

Respectfully submitted,

David Otis Kelley

David Otis Kelley
University Librarian

December, 1950.
### APPENDIX A - ADDITIONS TO LIBRARIES

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<tbody>
<tr>
<td>General Library</td>
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<tr>
<td>Accessioned Books</td>
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<td>81</td>
<td>6,705</td>
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<td>Archives</td>
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<td>849</td>
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<td><strong>Totals</strong></td>
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<td><strong>16,187</strong></td>
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<td>Withdrawals</td>
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<td>2,123</td>
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<tr>
<td>Withdrawals not previously reported</td>
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<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total number of cataloged volumes</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>181,077</strong></td>
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</table>

#### 2. Uncataloged Volumes:
- Catron Collection                             | 9,577         |
- Van de Velde Collection, Remainder            | 1,973         |
- State Documents (exclusive of New Mexico)     | 5,000         |
- **Total number of uncataloged volumes**       | **16,550**    |

#### 3. Non-Book Materials
- Maps (approximate)                            | 5,700         |
- Microfilm (reels of 100')                      | 36            |
- Microcards                                    | ---           |
- Sound Recordings                               | ---           |
- Archives and MMS (approximate number of pamphlet boxes) | 6,235 |
- **Serials and Documents**                      | **57,312**    |
- (No. pieces checked in)                       |               |
- **1948-49**                                   |               |
- **1949-50**                                   |               |
- **Totals**                                    |               |

### APPENDIX B - USE OF LIBRARY RESOURCES

<table>
<thead>
<tr>
<th>Year</th>
<th>Reference Questions Answered</th>
<th>Loans</th>
<th>Total Volumes Loaned</th>
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<tr>
<td></td>
<td></td>
<td>Two-Week Loans (Volumes)</td>
<td>Reserve Desk Loans</td>
</tr>
<tr>
<td>1948-49</td>
<td>10,877</td>
<td>112,363</td>
<td>59,797</td>
</tr>
<tr>
<td>1949-50</td>
<td>8,154</td>
<td>101,795</td>
<td>62,374</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td></td>
<td><strong>214,178</strong></td>
<td><strong>112,171</strong></td>
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APPENDIX C - PROCESSING OF MATERIALS

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Books</td>
<td>6,844</td>
<td>6,586</td>
<td>13,430</td>
</tr>
<tr>
<td>Serials</td>
<td>633</td>
<td>483</td>
<td>1,116</td>
</tr>
<tr>
<td>Analytics</td>
<td>1,033</td>
<td>949</td>
<td>1,982</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>8,510</strong></td>
<td><strong>8,018</strong></td>
<td><strong>16,528</strong></td>
</tr>
</tbody>
</table>

| Total Volumes Accessioned | 13,375   |
| Cards added to Public Catalog | 54,761   |

<table>
<thead>
<tr>
<th>Binding: (in volumes):</th>
<th>1948-49</th>
<th>1949-50</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books</td>
<td>666</td>
<td>1,768</td>
<td>2,434</td>
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<tr>
<td>Periodicals</td>
<td>710</td>
<td>1,816</td>
<td>2,525</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>1,376</strong></td>
<td><strong>3,583</strong></td>
<td><strong>4,959</strong></td>
</tr>
</tbody>
</table>

APPENDIX D - EXPENDITURES

### General Library

<table>
<thead>
<tr>
<th></th>
<th>1948-49</th>
<th>1949-50</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books and Periodicals</td>
<td>$28,946.11</td>
<td>$34,862.60</td>
<td>$63,808.71</td>
</tr>
<tr>
<td>Departmental Fund</td>
<td>4,651.48</td>
<td>5,040.45</td>
<td>9,691.93</td>
</tr>
<tr>
<td>General Book Fund</td>
<td>10,712.72</td>
<td>10,084.54</td>
<td>14,797.26</td>
</tr>
<tr>
<td>*Walter Sullivan Memorial Fund</td>
<td>37.84</td>
<td>12.74</td>
<td>50.58</td>
</tr>
<tr>
<td>*Robert W. Korber Memorial Fund</td>
<td>485.70</td>
<td>483.70</td>
<td>969.40</td>
</tr>
<tr>
<td>*Rental Book Fund</td>
<td>181.32</td>
<td>124.87</td>
<td>306.19</td>
</tr>
<tr>
<td><strong>Sub-Total</strong></td>
<td>$39,015.17</td>
<td>$50,225.20</td>
<td>$89,240.37</td>
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</tbody>
</table>

### Law Library

<table>
<thead>
<tr>
<th></th>
<th>1948-49</th>
<th>1949-50</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books and Periodicals</td>
<td>$4,194.62</td>
<td>$5,730.25</td>
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<tr>
<td>Supplies and Expense</td>
<td>355.54</td>
<td>555.45</td>
<td>1,380.27</td>
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<tr>
<td>Equipment</td>
<td>865.54</td>
<td>654.37</td>
<td>1,519.91</td>
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<tr>
<td>Binding</td>
<td>670.95</td>
<td>1,556.97</td>
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<tr>
<td>Salaries and Student Wages</td>
<td>6,788.20</td>
<td>7,250.00</td>
<td>14,038.20</td>
</tr>
<tr>
<td><strong>Totals for Law Library</strong></td>
<td>$12,376.87</td>
<td>$14,691.45</td>
<td>$27,068.32</td>
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</tbody>
</table>

*Includes all of Librarian's salary, though half time given to teaching.*

### Summary for the Biennium

<table>
<thead>
<tr>
<th></th>
<th>1948-49</th>
<th>1949-50</th>
<th>Total</th>
<th>% of Total</th>
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</thead>
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<tr>
<td>Books and Periodicals</td>
<td>43,207.79</td>
<td>56,095.45</td>
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<tr>
<td>Binding</td>
<td>5,635.61</td>
<td>9,361.81</td>
<td>14,997.42</td>
<td>5.2</td>
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<tr>
<td>Supplies and Expense</td>
<td>9,142.60</td>
<td>14,947.16</td>
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<td>8.3</td>
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<tr>
<td>Equipment</td>
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<td>1,701.02</td>
<td>2,357.11</td>
<td>.8</td>
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<tr>
<td>Salaries and Wages</td>
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<td>81,752.09</td>
<td>88,924.73</td>
<td>30.9</td>
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<tr>
<td><strong>Totals</strong></td>
<td>$130,265.82</td>
<td>$154,840.64</td>
<td>$285,106.46</td>
<td>100.0</td>
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</table>
Academia Nacional de la Historia, Caracas
Academy of Arts and Sciences
Air Force Cambridge Research Institute
Albuquerque Bahai’i Community
Albuquerque National Bank
Alumnae Club of Alpha Delta Pi
Amalgamated Meat Cutters & Butcher
Workmen of North America
American Christian Palestine Committee
American Council of Learned Societies
American Council on Race Relations
American Dry Milk Institute, Inc.
American Factors Limited
American Friends Service Committee
American Geographical Society
American Petroleum Institute
American Smelting and Refining Co.
Senator Clinton P. Anderson
George R. Anderman
Anti-Defamation League of B’nai B’rith
Arabian American Oil Company
Arco Publishing Company
Dr. George Arms
William Armstrong
Association of American Railroads
Atkinson Memorial Fund
Dr. Archie J. Bahn
Mrs. A. M. Bailey
Barbara Bailey
Mrs. Florence M. Bailey
John Balsh
Banco de la Republica, Bogota
Ernest W. Baughman
J. O. Baylon
Leslie Beatty
Belgian Government Information Center
Beltane Book Bureau, New Zealand
Dr. Alexander W. Benko
Pierre E. Berry
Biblioteca Artigas-Washington
Biblioteca Benjamin Franklin, Mex.
Mrs. D. R. Biddle
Edith Stephens Blessing
E. K. Blumenthal, Jr.
Board of Education, Lincoln, Nebraska
Bollingen Foundation, Inc.
William E. Bostwick
Willis A. Boughton
Dean Roy A. Bowers
Mrs. Wesley Bradfield
Frank Bronagan
Wilmon Brewer
British Travel Association
Carl K. Brogan
Erica May Brooks
The Brazilian Embassy
Ethel Buer
Bainbridge Bunting
Fred. R. Bryson
Burlington Route
Business Historical Society
Canadian Consulate General
Carnegie Endowment for Intern'l Peace
Carnegie Institute of Technology
Ben L. Cash
Dean Edward P. Castetter
CBS Television
Major General William C. Chase
Miss Chavez
Child Welfare Commission
China Institute in America
Chrysler Corporation
City College Library, New York
Frederick M. Clapp
Claremont Colleges Library, Cal.
R. E. Clark
Florence Ryerson Clements
Climax Molybdenum Company
Everett R. Clinchy
Dorothy I. Cline
G. Coen
College of Osteopathic Physicians and Surgeons
E. E. Conger
Flora W. Conrad
Consul General of Belgium
Consulate of Switzerland, Los Angeles
Cooper Union Art School
Dr. Howard H. Contall
Cottey Junior College
Dr. L. E. Cowles
Edwin C. Crampton
Martin Croissant
Betty Crouse
Cuba, Ministerio de Educacion
Dr. Julian S. Duncan
Ralph Douglass
John A. Damgaard
Donors, Con't

James F. Davis
Dr. J. W. Diefendorf
Arthur O. Dillon
Dr. Méd. E. Dophéide
Marian Douglas
E. F. Dutton & Co., Inc.
Eastman Kodak Company
Bouadour, Ministerio de Relaciones Exteriores
Ediciones del Gobierno de Guatemala
Ediciones Mediterráneo, Mexico
Editorial Orion, S.R.L. de C.V.
Mrs. William R. Edmister
William H. Elbelt
Helen H. Ellis
William H. Ellis
Embassy of Pakistan
Dr. E. R. Embree
Robert Ensko, Inc.
Elias Entralgo
Bottega d'Eraemo
Dr. Hugo Ordonez Espinosa
David Essad
Dean M. E. Farris
Erna Ferguson
Fine Editions Press
Finland, Minister of
Foundation for Economic Education
Brother C. Francis
Dr. Evelyn F. Frisbie
Edgardo V. Genta
Dr. M. D. Gibbs
Dr. Harry D. Gideons
Mrs. William Glackens
Glens Falls Insurance Company
Naomi Friedman Goldstein Foundation
Goodyear Tire and Rubber Co., Inc.
Mrs. Roy Graham
William Greene
R. L. Grismer
Willis G. Groth
Grumman Aircraft Engineering Corp.
Harry F. Guggenheim
Dr. Louis Guggenheim
Mercedes Gugisberg
Lez L. Heas
Ottamar Hanoé
Mrs. Richard H. Hanna
E. B. Hannott
William A. Hannett
Hartford Steam Boiler Inspection and Insurance Company
Harvard University
Judge Carl A. Hatch
The Hearst Corporation

Rafael Larco Herrera
C. H. Herrick
C. Judson Herrick
Gordon W. Hewes
Dr. W. W. Hill
The Hillel Counselorship
Major J. G. Hines
Hispanic Society of America
Dr. George M. Hooking
Ernest Holcomb
Jack Holmes
Prentice Hopgood
Mr. C. Hosp
C. C. Ruett
Mrs. Lee Hyde
Louis C. Ilfeld
Indiana Historical Society
Indiana Limestone Institute
Infantry Journal
Instituto of Religious Science & Philosophy
Institutos Panales de la Nación Buenos Aires
Intern'l Nickel Company, Inc.
Intern'l Statistical Conference
Interstate Commerce Commission
Mmes. Jean Izaulet
Dr. Willis D. Jacobs
Leslie C. Jauncoy
Jewish Agency for Palestine
Aktiebolaget C. B. Johansson
Mercer C. Johnson
Miss Moneta Johnson
Stéffan Johnson
Mrs. W. D. Johnson, Jr.
Mr. and Mrs. Theodore E. Jones
Dr. Miguel Jorrin
Kansas State Teachers College
Dr. C. C. Keith
Julia Keleher
James Keller
Dr. Vincent Kelley
Dr. Morton Keston
Helen Ketola
Harry Klauber
Knox College Library
Dr. William J. Koster
Louise Kreischer
Kulas Foundation
Paul Kung
Rev. Rhea Kuykendall
Mrs. Frank M. Lancaster
Lane Medical Library
Charles F. Lanvermayer
Frieda Lawrence
The League to Support Poetry
Leeds & Northrup
Charles R. Lemke
Josephine Lerkens
Edith L. C. Levagood
Addison Lewis
The Library Association, England
Library of Congress
Libreria del Plato, Buenos Aires
Josiah K. Lilly, Jr.
James F. Lincoln Arc Welding Foundation
Mrs. John F. Linn
Dr. Albert R. Lopes
Los Alamos, Project Lopes
Oscar Love
Lovelace Foundation Library
Magazine of Wall Street
Mr. and Mrs. Richard D. Mansfield
Mrs. D. E. Matheson, Jr.
Marvin May
W. W. MacCruder, Inc.
Arthur M. McNally
David E. McKinnon
McLaughlin Gormley King Co.
McManus Cork Project
Jack McQuoid
Lois G. McVey
Vernon L. Mers
Mexican Chamber of Commerce
Adeline Milam
Harry E. Miller
Alfonso Mirabal
Dr. Lynn B. Mitchell
Walter R. Morris
Dr. Robert A. Moyers
Mr. and Mrs. Q. E. Mullins
Dean S. P. Nanninga
Nat'l Association of Broadcasters
Nat'l Association of Boards of
Pharmacy
Nat'l Child Labor Committee
Nat'l Research Council
Nat'l Tank and Pipe Company
Judge Colin Nebbett
New Mexico, Dept. of Public Health
New Mexico Education Association
New Mexico Historical Review
New Mexico Historical Society
New Mexico Pharmaceutical Association
New Mexico State Employment Service
New Mexico State Museum
New York State Workers Compensation Bd.
New York Steel Corporation
New York University
The New Zealand Legation
Newcomen Society, England
H. C. Board of Public Welfare
A. R. Nyki
W. C. Oestreiche
B. R. Ogden
Oil Conservation Commission
Dr. Aquilu Ortega
Lillian Overgaard
Pan American Union
Paradise of the Pacific, Ltd.
Paragon Chincola Ranch, Colo.
Luis Parga
Dr. William J. Parish
Richard S. Patterson
Pearlstone Publishing Company
Lorenz Pease
Penn State Alumnae Association
Pennsylvania Railroad Company
Dr. and Mrs. George W. Peterson
Russell A. Peterson
The Pharmaceutical Survey
T. W. Phillips, Jr.
Poland, Consulate General of
Lolita Pooler
President Tom L. Popejoy
The Port of New York Authority
Genevieve Porterfield
The Proctor & Gamble Company
Public Health Institute, Chicago
Public Library, Detroit
Burton Historical Collection
Dolores Pye
James T. Quarles
Radio Corporation of America
W. W. Rankin
Refugee Economic Corporation
Renaissance Center
Edgar Rickard
Dean John D. Robb
Rockefeller Foundation
Walter Romig
Charles W. Ross
Mrs. J. D. Ross
Rutgers University Library
Dr. Benjamin Sacks
Sajtoszataly, Kulugymisterium
Sandia Laboratory Library
Santa Fe Railway Company
Dr. Harold J. Schilling
Vice President F. V. Scholes
Sam Schulman
Science Museum, London
Dr. James R. Scott
William Scruggs
Antoinette Scudder
Seabury-Western Theological Seminary
The Nathan Seifer Foundation
Seventh Day Adventist Church
Wilma Loy Shelton
Albert G. Simms
John F. Simms, Jr.
Elizabeth Simpson
Betty Benton Smith
Society for the Advancement of Management
Society of Automotive Engineers
Society for General Semantics
Sam Sosa
Spang-Chalfant
Spanish Embassy
Tanner J. Spink
Standard Oil Co. of New Jersey
Standard Oil Co. of Ohio
Stanford University Libraries
Father F. Stanley
State Department, Washington, D.C.
State Dept. of Archives and History
State Library of Massachusetts
Dr. A. B. Stewart
Storage Bookshop
F. Madison Strait
James F. Strather
Mathilde Strelzoff
Supreme Court of New Mexico
Sullivan Library, Temple University
Mrs. Jessy M. Sullivan
Ruth P. Taichert
Taylor's Stationery & Printing
Taxpayer's Association
Texas A & M Library
Mrs. H. D. Thomas
Esther Thompson
Dr. Elton Thorpe
Harriet Tiedebohl
Time Magazines, Inc.
Tin Research Institute
The Torrington Company
Joseph H. Toulouse, Jr.
Trinity Church
Joe M. Tristan
UNESCO
Universidad de Panama
Universidad de Santo Domingo
University of Arizona Library
University of Birmingham, England
University of Florida Library
University of Kentucky
University of Michigan
University of Minnesota Library
University of Mississippi
University of North Carolina
University of Pennsylvania Library
University of Texas
University of Washington
UNM, Christian Science Organization
U. S. Department of Agriculture
U. S. Brewers Foundation, Inc.
U. S. Dept. of Commerce, Albuquerque
U. S. Cuban Sugar Council
U. S. Dept. of Interior
U. S. Savings and Loan League
U. S. Steel Corporation
Utah State Agricultural College
George Valliant
Von Nostrand Co., Inc.
R. T. Vanderbilt Co., Inc.
Ramon Sanchez Varona
Venezuela, Ministerio de Educación
Viking Fund, Inc.
Volkner Charities Fund
Wabash College
Howard B. Waha
Dr. Marie Pope Wallis
Dr. Paul Walter, Jr.
Mrs. James G. Warren
C. Wills
The Western Horseman
Dr. Albert G. F. Westphall
W. Reginald Wheeler
George W. White
Mr. and Mrs. M. W. Willard
Betty Cassidy Williams
F. C. Wilson
Mayor John H. Wilson (Honolulu)
Arthur M. Wood
Dr. Dorothy Woodward
Dr. Nathaniel Wollman
Thomas Wooton
Rogers Wotkins
Yale University Press
APPENDIX F - LIBRARY STAFF
Autumn, 1950

David Otis Kelley ................................ University Librarian
Helen Hefling ........................................... Associate Librarian
Warren B. Kuhn ......................................... Circulation Librarian
Genevieve Porterfield ................................ Reference Librarian
Virginia Williams ....................................... Assistant Reference Librarian
Davidson B. McKibbin ................................ Special Collections Librarian
Helen L. McIntyre ....................................... Acquisition Librarian
Theresa W. Gillett ....................................... Chief Cataloger
William H. Lowry ...................................... Cataloger
Mrs. Lillian S. Pankratz .............................. Cataloger
Luella Heimerdinger ................................... Instructor in Library Science
                                               and Cataloger
Arie W. Poldervaart ................................... Law Librarian

** **

Mary Pederson ....................................... Assistant, Circulation Department
Robert Corkill, Jr. ..................................... " " "
Mrs. Vera Anderson ................................... " " "
Mrs. Patricia Russ .................................... " " "
Mrs. Gordon Kenyon .................................. Assistant, Acquisition Department
Mrs. Irene Curnow .................................... Binding, Assistant
Mrs. Marion S. Blade .................................. Serials Assistant
Louise Myers .......................................... Assistant, Technical Processes Dept.
Mrs. Elizabeth Morrison .............................. Catalog Typist
Mrs. Allyn Dunk ....................................... Library Secretary
APPENDIX G - FACULTY LIBRARY COMMITTEE

1948-49

Dr. Willard W. Hill, Chairman
Dr. George Arms
Dr. William F. J. DeJongh
Prof. James L. Ellis
Prof. Robert K. Evans
Prof. Les L. Haas
Dr. Clayton C. Hoff
Dr. Lincoln LaFaz
Prof. Arthur L. MoAnally
Dr. Robert A. Moyers
Prof. Arie Poldervaart
Dr. Josiah C. Russell

1949-50

Dr. Willard W. Hill, Chairman
Dr. George Arms
Dr. Julian Duncan
Dr. Robert M. Duncan
Prof. James L. Ellis
Prof. Robert K. Evans
Dr. George M. Necking
Dr. Clayton C. Hoff
Prof. David O. Kelley
Dr. Morton J. Keaton
Prof. Arie W. Poldervaart
Dr. Josiah C. Russell
Prof. Lyle Saunders
Prof. Morton G. Schoenfeld
The office of Director of Student Affairs was created by the Regents in December of 1948, with the appointment of the present director becoming effective on July 1, 1949. In recommending its establishment the President described the functions of the new office as the coordination of the activities of the various student personnel services and the correlation of their contributions to the instructional program. The Director is responsible to the President for the efficient operation of the Office of Admissions and Records, the Student Personnel Office, the Student Health Services, the Counseling and Testing Service, and the General Placement Bureau.

Upon the resignation of Dr. Daryl E. Keefer as Director of Admissions, Mr. J. C. MacGregor was appointed Director of Admissions and Registrar, effective July 1, 1949. At the same time, the Counseling and Testing Services and the General Placement Bureau were separated from the Office of Admissions and Records. The Veterans Affairs Office is a division of the Counseling and Testing Services. The Student Health Service remains under the administrative direction of the College of Education, but a strong liaison exists between the Student Health Service and the other student personnel services.

A constant effort has been made, through meetings of
the heads of the various services, to develop a consistent program and philosophy of student personnel work at the University. In some areas, notably in counseling, there have been considerable increases in activity. The Counseling and Testing Service has added a clinical psychologist and a specialist in remedial reading to its staff within the biennium. A reorganized program of freshman advisement was instituted in all of the undergraduate colleges in the fall of 1950. The program, which promises well, involves the extensive cooperation of nearly all of the student personnel services with the faculties of the colleges.

Responsibility for the recruitment of students from the high schools of the State is centered in the Student Affairs Office. This work has been greatly intensified, with satisfactory results. The University is consistently drawing a large proportion of the ablest students from all areas of New Mexico.

The Director of Student Affairs is ex-officio chairman of two important committees, both of which contain faculty and student representation. The Student Affairs Committee is an advisory committee to the Director. This committee is charged by the faculty and students with concern for all aspects of student life. It is the natural channel of communication between the student body and the administration. The principal labor of the Committee since its establishment has been the development of a new constitution for the Associated Students. The new constitution has been approved by
the Student Senate, the Voting Faculty, and the Regents. It will be referred to the student body for ratification later in the current academic year. The constitution represents a complete re-study of student government at the University.

The Cultural Program Committee plans and manages the University Program Series, which has brought to the campus such artists as Ogden Nash, Angna Enters, the Albeneri Trio, Charles Laughton, Roman Totenberg, and the Don Cossacks. The program series is supported by an allocation from the student activity fund. Student interest in the program series has grown steadily since its inauguration.

With the opening of the new dormitory for men in April of 1950, five hundred students were brought closer to the life of the campus. The benefits of their presence have been notable. The University has an unusually small proportion of its students in residence on the campus, and the considerable distances which many of its day-students must travel make their participation in the extra-curricular life of the campus difficult. A resurgence of school spirit in the best sense has been evident during the current year. It is largely attributable to the presence of the men in the new dormitory.

It is believed that the new auditorium soon to be built through the cooperation of the City and the University will contribute greatly to the life of the campus. The auditorium will make possible the presentation of many events of real intellectual, cultural, and entertainment value which cannot now be offered in existing facilities. The wise use of the
auditorium, providing for the sharing of worthwhile experiences by large numbers of students, will inevitably have a unifying effect on the student body.

RECOMMENDATIONS

1. The construction of a new dormitory for women, for which preliminary plans have been authorized by the Regents, should be begun at the earliest possible date.

2. With the exception of the Student Health Service, all of the student personnel services are well housed. I recommend that Mesa Vista Dormitory be assigned to the Student Health Service and appropriately remodeled prior to the opening of Semester I, 1951.

3. It is recommended that an assistant to the Dean of Men, who will reside in the men's dormitory, be added to the staff of the Student Personnel Office.

4. Consideration should be given to strengthening the General Placement Bureau, particularly in regard to the development of jobs for the part-time employment of students. Albuquerque is large enough to provide part-time employment for every qualified student in need of such help. It is probable that the known availability of part-time work would enable the University to draw many students who are otherwise unable to attend or who go to other institutions where promises of employment are given.

5. Without expressing a strong opinion at the present time, I suggest that the question of the administrative
status of the Student Health Service be restudied. There would seem to be logical arguments for placing the Service under the administrative supervision of the Director of Student Affairs. This step would not preclude the activities of the professional staff of the Student Health Service as instructors in the Division of Health, Physical Education and Recreation.
The University Counseling and Testing Services were centralized in one office in the fall of 1946, and the Head of these services was responsible to the Director of Admissions. In the fall of 1947 Dr. A. A. Wellick was appointed Head of the University Counseling and Testing Services. Since the beginning of the academic year of 1949, the Head of the University Counseling and Testing Services has been directly responsible to the Director of Student Affairs.

The duties performed by the University Counseling and Testing Services may be classified into six groups: (1) group testing, (2) individual testing, (3) counseling, (4) remedial reading, (5) scoring services, and (6) research.

**Group Testing.** Entrance tests are administered to all new students at the beginning of each semester. The following tests are given to each freshman: the A.C.E. Psychological Examination for College Students, the Co-operative English Test, and the U.N.M. Mathematics Placement Test. Transfer students take the A.C.E. Psychological Examination for College Students. The entrance testing program has increased materially as the University enrollment has increased, but it is now stabilizing.

The Sophomore English Proficiency Test is taken by all sophomores and upper classmen who have not previously taken and passed the examination. It is administered several times each year. The College of Arts and Sciences sophomores who fail to pass this test at the first trial must take an
additional three hours of sophomore composition. Students in the colleges of Business Administration and Education take this test for advisory purposes. Approximately 1500 students take this test each year.

The Graduate Record Examination is given to each senior, except those seniors enrolled in the College of Education, just prior to their graduation. The examination is scheduled for the months of April, July, and December of each year. Graduate students who have not taken this examination either here or elsewhere must take the test in either November, March, or July. These examinations not only give a measure of a student's achievement in his field of specialization, but they also indicate his ability to do advanced work.

The General Education Development Tests are given each month to those young men and women who entered the military services before they completed their high school education. If the veteran passes this test, a high school equivalency certificate is issued to him by the State Department of Education. The number of people taking these tests is now on the decline, but the service probably will have to be continued for several more years.

Professional examinations, such as the pre-engineering, pre-nursing, pre-dental, pre-medical, pre-law, etc., are also administered to groups of students three or four times a year.

The State-Wide Tests for High School Students are now administered to approximately 6,000 high school juniors each year. Beginning with the year 1948, the nature of the
statewide tests was changed. The new tests measure scholastic aptitude and serve as an instrument to aid in determining those high school students who have the ability to do college level work. These tests have become very popular with the high schools, and now almost every high school junior or senior in the State of New Mexico takes them. The tests are very useful for guidance purposes on both the high school and college levels.

Individual Testing. The University of New Mexico has a contract with the Veterans' Administration to test and counsel veterans under Public Laws 16 and 346. During the year 1947, 416 veterans were either tested or counseled, or both. Six hundred and fifty-four veterans received advisement during the year 1948. In 1949 this number decreased to exactly 600 cases, and during the first ten months of 1950 the number increased to 709. During the past few months the number of veterans being referred to this guidance center has decreased a great deal, and the staff has been decreased accordingly.

Non-veteran students are sometimes referred to the University Counseling and Testing Services by faculty members and administrators. However, most of the non-veterans who have received counseling and testing have come on their own initiative. During the year 1948, 217 non-veterans received counseling and testing. In 1949 this number was increased to 354, and in 1950 the number of non-veteran students counseled probably will reach a total of 600. Each of these students had at least two conferences, and some had ten or more.

Unfortunately, with the present limited staff and the
lack of understanding of the functions of a counseling program, students today receive counseling to a large extent only when a crisis has occurred. Many students do not reach the counseling and testing services until after their vocational or personality problems have reached the point where this staff can do little more than salvage the student.

The types of problems that come to this office consist largely of educational and vocational guidance, personality problems of all degrees of complexity, remedial reading and study habit problems, and marital problems. The number of personality and marital problem cases is on the increase.

Individual counseling is also given faculty members on test selection and construction. Graduate students and faculty receive counseling on research problems relating to counseling and testing. Public school administrators also call upon the services of this department for assistance in setting up counseling and guidance departments in their own schools. The counseling and testing program should be expanded so that time can be devoted to pre-admission counseling. This work should be inaugurated at an early date so that prospective students may be directed into those programs of study where they are most likely to succeed. In-service training of faculty advisors should also be offered on an increasing scale.

An ever-increasing number of people in the State of New Mexico is turning to the University Counseling and Testing Services for assistance with vocational, educational, personality and marital problems. This work has created a great deal of good will toward the University, and it should be expanded.
**Remedial Reading.** The Counseling and Testing Services has a reading specialist who cooperates with the English workshop program by administering and interpreting reading tests at the beginning and close of each semester; submitting statistical data derived from the test results to be used by the director of the workshop; offering individual assistance to members of the workshop classes; and by making suggestions and recommendations for improvement of the reading portion of the program. Individual reading and study help is given to all students referred by instructors, other campus agencies, and students. Classes using the Harvard Reading Films are offered to volunteer students who desire to increase their speed of comprehension. Children referred to this office are tested and recommendations based upon the results are made. In a few instances children receive remedial reading assistance. This program was inaugurated in the fall of 1949 on a developmental basis, and the results indicate that this program should be expanded. The demand for this type of service is increasing steadily.

**Test Scoring Services.** The Counseling and Testing Services has available an I.B.M. electric test scoring machine. Tests administered by the various departments as final examinations in their courses are scored by this machine. The English and Government Departments are the two departments which make the most use of the scoring services available to the instructional staff. The Counseling and Testing Services, of course, makes considerable use of the machine in scoring entrance tests, statewide tests, and various group tests.
Research. The Counseling and Testing Services release to the faculty and administration research studies from time to time relating to the Graduate Record Examination and the predictive value of certain tests. These studies are intended to aid the faculty and the departments with their courses and curricula selection and determination.

Veterans Affairs Office

A Veterans Affairs Officer, Mr. John Dolzadelli, was appointed September 1, 1947. This office has as its purpose the greatest possible service to veterans attending the University of New Mexico. Its aim is to aid in the solution of any and all problems that may arise in the student veteran's relationship with the University and the Veterans Administration. Among its functions are: publishing a standard list of authorized books and non-expendable supplies each semester and summer session to govern the issuance of books to student veterans; issuance of book cards to each student veteran for purchase of required books and supplies; certification of registration to the Veterans Administration so that subsistence payments may start; assisting student veterans to make changes of program or to withdraw from the University; receipt of books and supplies upon completion of veteran withdrawals from the University and reissuance of these books to other veteran trainees as required; notification to the Veterans Administration immediately when the veteran trainee's conduct or progress is not satisfactory; channeling of veterans who are referred by department
heads for vocational, educational, and personal counseling to the proper individual or individuals for further consultation; notification of Veterans Administration when evidence is submitted for any change of dependency status in order that subsistence payments may be adjusted accordingly; and conducting a monthly checkup for all trainees enrolled in the University who have not received subsistence payment.
The General Placement Bureau was organized in 1947 by Brad Prince, who served in the capacity of Director until August of 1950, when he was called to active duty with the New Mexico National Guard. At that time Russell K. Sigler became Director.

The Placement Bureau serves as a clearing center for employers seeking employees from among the graduating seniors and recent alumni of the University. A no less important function of the Bureau is the placement of students in part-time jobs. The Bureau also undertakes to help obtain employment for students who are forced to withdraw from the University and for students' wives who are seeking employment. The responsibility of the Bureau in all of these areas extends alike to the students and graduates of the institution, on the one hand, and to the employers who work through the Placement Bureau, on the other.

In order to fulfill its purposes, the Bureau registers prospective graduates and alumni and refers them to suitable job opportunities. Registration with the Bureau is optional. The Bureau undertakes a constant program of local and national publicity through letters, brochures, radio and newspaper advertising, and personal contacts, with the objective of persuading employers to register their needs with the Bureau or to send personnel interviewers to the University. Group talks and interview schedules are arranged for all interviewers.
The office also maintains a library of books and brochures on industrial employment. During the academic year ending in August, 1949, 163 graduates of the University were placed through the Bureau, and during the year ending in August, 1950, 119 graduates were placed. In addition, graduates received aid in varying degrees ranging from direct referrals to the furnishing of lists of potential employers.

The activity of the Bureau in arranging for the part-time employment of students is of equal significance. Students seeking employment are registered and referred to employers whose wants are known. During the year 1948-49, 663 students were placed in jobs both on and off campus. This figure includes the women students whose part-time job placement is handled by the Office of the Dean of Women. During 1949-50, 517 men were placed in part-time jobs by the Bureau. The rate of part-time job placement is increasing. During the months of September and October of 1950, 509 men students were placed.

The Placement Bureau could be considerably more effective if it were better staffed. It has not been possible for the Director to undertake a sufficiently extensive program of job development for students seeking employment. With the addition of a full-time assistant, it would certainly be possible to develop jobs for all interested students, leaving the Director more freedom to develop the graduate and alumni placement phases of the work.

A somewhat larger travel budget is needed in order to maintain adequate industrial contact.
Increasingly a need is seen for a course giving senior students the "know-how" in seeking employment after graduation. Such a course would cover such items as how to look for employment, how to approach and interview prospective employers, and how to write letters of application, among others.
building at 409 N. University Avenue for the Baptist students on campus, and a full program is carried on there under the direction of Dr. C. R. Barrick.

The Newman Club purchased the old Sigma Chi House at 1815 Las Lomas, and it is under the management and supervision of two Dominican Fathers, Rev. R. D. Goggins, O. P., and Rev. John Reardon, C. P. A full social and religious program is carried on there for the Catholic men and women students on the campus. Increased facilities have made it possible for the Newman Club to house and feed approximately twenty men students.

Many other student organizations continue to function effectively and to represent and promote the interests of various activities, groups, departments, and colleges.

During the biennium Sigma Delta Chi, the Journalism Departmental honorary, and Beta Alpha, an Accounting honorary, have been established on the campus.

The student publications, the Lobo, Mirage, and Thunderbird, continue with their usual policy of publication under the direction of the Publications Board.

Miss Joan Taul resigned as Associated Students Financial Secretary and was replaced by Mrs. Rose Ellen Calkins, a 1950 graduate of the University.

Student Union Building. Mrs. Esther Thompson Lucas continues as manager of the Student Union Building, having full responsibility for its management and control. Upon the resignation of Jerry Washburn, Mr. Dale Bolton, a 1950 graduate
In spite of the considerably increased responsibilities of the Student Personnel Office which resulted from increased enrollments, there has been little expansion in staff during the biennium. Miss Mary Carmignani, Assistant Dean of Women, was granted a year's leave of absence beginning with the summer of 1950 so that she might continue work toward her doctorate at Columbia University. She has been replaced by Miss Betty A. Braham, who is Acting Assistant Dean of Women for the current academic year.

**Student Housing.** Hokona-Marron, Bandalier, and Dormitory D, housing approximately 500 women students, are under the direct supervision of the Dean of Women.

Mr. E. L. Haralson continues as Director of Men's Housing with offices in the new men's dormitory. The new men's dormitory and Mesa Vista house and feed approximately 575 men students.

At the present time all undergraduate women students are required to live in the residential halls, and all freshmen men not residents of Albuquerque must live in dormitories.

Since board and room are considered as one charge, all students residing in either the men's or the women's residential halls are required to eat at their respective dining halls. All students residing in residential halls are required to sign a contract which guarantees their residence in the halls for a given semester.
The Collections Office for both men's and women's dormitories is located in the new men's dormitory. Miss Carol Williams continues as Assistant Business Manager in charge of these collections. Upon the resignation of Mrs. Sara Morehead Moore, assistant to Miss Williams, Mr. Roscoe E. Storment was employed to replace her.

Fraternities and Sororities. We now have seven national sororities on the campus, six owning their own homes and the seventh having a lodge for social purposes only. The members of the seventh sorority live in the women's residential halls.

There are twelve national fraternities on campus and one local group petitioning Sigma Nu. Six of the twelve own their own houses, one group is constructing, and two rent.

Membership in the social fraternities on this campus is approximately 1000 students.

Extra-Curricular Program. At present we have approximately 100 student organizations which meet regularly and have approved constitutions on file in the Personnel Office.

The United Student Christian Fellowship is an organization composed of students of the various Protestant faiths and is under the supervision and guidance of an Executive Committee of adult members representing various denominations. (The Dean of Men is a member of this committee.) The committee has employed Rev. Lucian C. Wilson on a full-time basis to replace Rev. Henry H. Hayden, who resigned. Rev. Wilson works among all students on the campus.

The Baptists in the State of New Mexico have erected a
of the University, was employed as assistant manager.

The increasing popularity of the Student Union Building, and the ballroom in particular, has made it necessary that the services of Mrs. Patrick O'Grady be continued. Mrs. O'Grady has direct supervision of the recreation facilities in the ballroom and lounges.

The scheduling of all social events and meetings to be held in the Student Union Building is handled by Miss Elder of the Personnel Office.

The Student Union Building Committee is composed of five students and three faculty members, the latter three being the Dean of Men, the Dean of Women, and one other faculty member appointed by the President of the University. This committee is responsible for the over-all policy-making of the Student Union Building.

The University Book Store in the Student Union Building is operated by Mr. Archie Westfall on a lease signed July 1, 1947, which terminates July 1, 1952, and at that time it is expected that the operation of the University Book Store will be under the direct management of the Student Union Building Committee.

Preliminary plans have been drawn for a proposed new Student Union Building, and it is hoped that world conditions will permit the construction of the building in the immediate future.

**Student Employment.** All student employment for women is under the direction of the Dean of Women. The funds for such employment are furnished directly by the University budget and
amount to approximately $10,000 a year. With the steadily rising cost of living a large percentage of students on campus are requesting financial aid through employment. It is hoped that a larger student employment budget will be available for the coming biennium since it is becoming increasingly difficult to place all those needing some financial assistance in order to remain in school.

On campus, part-time employment is allotted to students on the basis of need and scholarship, and the jobs average from $20.00 to $60.00 a month. On July 1, 1950 student employment rates were increased from 60¢ to 75¢ per hour. A considerable amount of additional part-time employment is afforded to students directly from the departmental budgets, and off-campus employment is found for several hundred students each year.

Student Scholarships and Loans. Student scholarships, which are awarded on the basis of the State-Wide Achievement Tests and to students who have maintained a superior academic average while in attendance at the University, are administered in the Personnel Office. In addition to the promise of high academic achievement, the recipient of such scholarships must demonstrate financial need. These scholarships are for various amounts - $40.00 and $30.00 scholarships per semester for in-state students and $115.00 per semester for students not residents of New Mexico. Tuition scholarships to out-of-state students are not granted until the applicant has been on the campus for at least one semester.
The scholarships are renewable at the end of each semester providing that the recipient maintains a 1.3 average for his first semester in attendance and 1.8 average thereafter. A person receiving one of the $115.00 scholarships must maintain better than a B average.

For Semester I, 1949-50, 114 students received $40.00 tuition scholarships, 26 received $30.00 partial tuition scholarships, and 10 received $115.00 partial tuition scholarships. For Semester II, 1949-50, 100 received $40.00 tuition scholarships, 26 received $30.00 partial tuition scholarships, and 12 received $115.00 partial tuition scholarships.

A total of 70 New Mexico freshmen entering the University for Semester I, 1950-51, received scholarship assistance.

The Personnel Deans administer University loans varying in amount from $25.00 to $100.00. In order to obtain a student loan a student must have an over-all C average and must have been in attendance at the University for at least one semester. In addition to this, the men students must have a co-signer if the loan is over $25.00. The women students are required to have a co-signer on all loans. The Personnel Deans also have small loan funds (Vigilante and Mortar Board) which furnish financial assistance when the student needs a small loan for a short period of time. Regular attendance at the University is the only requirement for obtaining one of these loans.

Recommendations for the Immediate Future. The plans for the immediate future in the Personnel Office include an additional staff member, an Assistant Dean of Men, to handle some
of the numerous problems involved in the personnel and student activities program, especially the many problems which have arisen since the completion of the new men's dormitory.

Additional facilities made available to the Personnel Office have made it possible to create a fairly complete file of each student's non-academic records. These records are available to all full-time faculty members and administrators. It is hoped that the faculty will avail themselves of this material, to which information will be added from time to time. In order that our records be kept up to date, it is essential that an additional full-time clerk be employed in this office.

Plans are under way for construction of a new women's residential hall, and the present plan of scattered residential halls is expensive to administer and maintain. Several areas are in very bad condition, and it would seem a waste financially to continue with constant repairs on old buildings.
Although the principal work of the Bureau, as implied in its title, is research in the field of business and economics, it is rather difficult to define the activities which constitute business research in any except the most general terms. As we conceive it, however, research basically involves two principal processes: (1) assembling pertinent data and (2) analysis and interpretation. If research is to serve any useful purpose, a third process is necessary—dissemination of findings and results.

Perhaps it should be said that the Bureau interprets its research responsibilities rather broadly to include in addition to the above activities, acting as middleman in disseminating information about business and economic activity, even to the extent of providing private individuals and groups with tabulations of data from secondary sources. This latter type of activity is primarily a specialized library service rather than research in the usually accepted sense, since the principal object is information as such, and involves little or no analysis or interpretation. While such activity may be somewhat sterile from a research point of view, it is a useful service to the community.

This conception of the Bureau's responsibilities stems from a belief that the University has an obligation to the state and its
citizens which extends beyond formal instruction of students, and involves informing and educating the community concerning all phases of human endeavor. The Bureau is conceived as that arm of the University which discharges its obligation to inform and educate concerning the economic development and activities of the state and their significance. As a consequence, the activities of the Bureau extend over a considerable range, including:

1. assembling data about all phases of economic activity in New Mexico and organizing it for useful purposes, requiring the maintenance of a small, specialized library;

2. constructing measures (indicators) of business activity;

3. studying and interpreting economic developments;

4. disseminating information and the findings of research;

5. rendering various services to the community, including a directory of business establishments, special investigations, preparation of information, consultation, and

6. arranging conferences.

ASSEMBLING INFORMATION

During the past two years a considerable portion of the Bureau's energies has been directed toward assembling basic data, and progress has been made toward filling many of the gaps in the information about New Mexico's economic life. Sufficient data has been obtained to enable the Bureau to complete (for recent years) statistical series bearing on retail and wholesale trade, banking and construction activity, and mineral and agricultural production. It is now possible to undertake preliminary studies of these phases of the state's economy. Probably it should be said that the Bureau has so far been primarily an
assembler of information collected by others from original sources, rather than a collector of information.

Data concerning such basic activities as transportation, manufacturing, timbering and lumbering are still inadequate, as is also information about income and its distribution, investment and its processes, and the nature and extent of New Mexico’s unexploited resources. A good foundation has been laid for the preparation of several series relating to those activities and much valuable experience has been gained in collecting, assembling, and handling data. While it is felt that the progress thus far has been satisfactory in terms of effort and money expended, much remains to be done on this phase of the Bureau’s work.

In view of the paucity of factual information about New Mexico’s economic life—the raw material of research—the Bureau will, of necessity, have to continue to devote the major part of its effort toward the first part of the research function (assembling of basic data) for a long time to come. With respect to the second part of the research job, that of analysis and interpretation, the Bureau has been unable to make a great deal of progress. Although inadequacy of data has been a limiting factor, a serious difficulty during the past two years has been shortage of manpower. Not only has it been necessary to devote the greatest portion of effort to finding and assembling data, there has also been insufficient professional staff qualified to engage in analysis and interpretation. Moreover, the demands upon the Bureau have been so many and so varied that it has been impossible to meet
even the most urgent of these and, at the same time, to devote any substantial amount of time to the end object of research. Consequently, the finished research product has not been as great as could be wished.

PROJECTS

The following projects and studies have been undertaken during the period:

A graphic presentation of tax revenues and expenditures of state government in New Mexico was prepared at the request of Mr. Calvin Horn, who was chairman of the taxation committee of the lower house in the 1949 New Mexico Legislature. Professor Woolman, of the Department of Economics, collaborated with Messrs. Carey and Edgal in this project.

The study of the economic basis of Albuquerque, begun in July 1948 in cooperation with the Federal Reserve Bank of Kansas City, was completed and published in March 1949.

A pamphlet describing the activities of the Bureau was prepared and published in April 1949.

A detailed analysis of the growth and distribution of sales of retail stores in New Mexico was begun in the early part of 1949. All the basic data have been assembled, the analysis completed, the numerous appendix tables (fifty-nine) are in type, and publication awaits the completion of the textual materials.

A program for pricing foods in retail stores in Albuquerque was established during the early months of 1949 and actual pricing began in August. This program is patterned after that which is undertaken by the United States Bureau of Labor Statistics in many other cities in the United States.

A study of wages and wage rates in nineteen occupations in Albuquerque was made in October 1949.

A reorganization and evaluation of the Bureau's library resources was accomplished during the second half of 1949.

A study of the economic structure of Albuquerque (in part bringing up to date the material in The Economy of Albuquerque) was completed in March 1950.

A new edition of the state business directory, begun in July 1949, was completed and published in August 1950.
A study of the market for portland cement for a plant to be located in the vicinity of Albuquerque was made for a private client in October 1950.

Seven brief studies of various phases of economic activity in the state have been made in connection with the preparation of statistical series. These have been published as articles in the Bureau's monthly bulletin.

Four short articles are being prepared at present (December 1950) dealing with changes in the distribution of New Mexico's population, variations in the earnings of wage workers in the state, the procedures involved in the retail food price study, and the volume of railroad freight originating in and terminating in New Mexico.

Most of the data have been assembled and analysis begun on a study of the coal mining industry in New Mexico, and work is also under way on the preparation for publication of a study of the development and significance of the petroleum industry in the state. A rather extensive work is in progress on banking activities in New Mexico, and a study of the size and distribution of income payments in New Mexico counties is in the early stages of investigation.

PUBLICATIONS

The publications program of the Bureau embraces four separate series (in addition to the business directory). These are New Mexico Business, a monthly bulletin summarizing business activity in the state; the monograph series, "New Mexico Studies in Business and Economics"; the "Business Information Series", issued irregularly; and the Retail Food Price Bulletin, a monthly publication containing the findings of the retail food price study.
New Mexico Business has been published every month during the biennium, and each month has included a brief article titled "Recent Business Activity". In addition, it has contained the following special articles:

Review of 1948 (Staff)
Growth of School Tax Collections in New Mexico (Hauswald)
Changes in New Mexico's Coal Mining Industry (Hauswald)
Review of New Mexico Business in 1949 (Staff)
Growth of Ordinary Life Insurance in New Mexico (Hauswald)
A Comparison of Retail Sales Data for New Mexico, Bureau of the Census and Bureau of Business Research (Edgel)
Changes in Retail Sales in New Mexico's Districts and Counties (Hauswald)
Appraisal of Two Historical Patterns of Economic Growth in New Mexico (contributed by Professor Parish)
Recent Banking Developments in New Mexico - I (Edgel)
Recent Developments in New Mexico Banking - II (Edgel).

Two research studies have been published:

The Economy of Albuquerque, New Mexico, jointly with the Federal Reserve Bank of Kansas City (not included in the monograph series)
Patterns of New Mexico State Finance by Willman and Edgel, (No. 1 in the monograph series)

Seven releases have been published in the "Business Information Series":
Retail Food Prices in Albuquerque, New Mexico, 1939-40 and 1947-48
Retail Sales in New Mexico Counties, 1939, 1947, 1948
Indicators of Growth, Albuquerque, New Mexico—1940-1942
Occupational Wage Survey of Albuquerque, New Mexico—October 1949
Retail Sales in New Mexico Counties—1939, 1948, 1949
Economic Measures of Albuquerque—1950
Population of New Mexico Counties and Cities—1940, 1950

The Retail Food Price Bulletin has been published every month since September 1949 and, in addition, a special issue, "Average Cost for a Food Basket in Selected Cities—Mid-June 1950", was issued in October 1950.

CONFERENCES AND MEETINGS

With the Division of Research and Development, the Bureau planned and arranged a conference on economic development, held at the University June 29th to July 1st, 1949, under the joint sponsorship of the School of Mines, the Agricultural College, and the University.
The Director attended the following conferences and meetings:

The Associated University Bureaus of Business and Economic Research, October 1949, and September 1950. At the October meeting he conducted a round table discussion of regional research.

The Pacific Coast Economic Association, January 1949, at which he gave a paper, "Investment Opportunities in the West."

The joint meetings of the Southwestern Social Science Association and the Southwestern Bureaus of Business Research, April 1949, at which he gave a paper, "Methods of Conducting Community Research," and April 1950, at which he gave a paper, "Problems of Printing and Publishing Bureau Studies."

The May 1949 Carlsbad Conference on Agriculture, Labor and Management.

Mr. Carey attended the 1949 meeting of the Southwestern Social Science Association, at which he gave a paper on the "Relation of the Bureau of Business Research to the Teaching of Business Management."

Mr. Hauswald attended the 1950 meetings of the Associated University Bureaus of Business and Economic Research.

The Director has also participated in a number of informal conferences with civic officials, chambers of commerce, and trade groups, and has addressed several such groups on various subjects.

RESEARCH SERVICES

Examination of the Bureau's file of requests for information and other assistance reveals that during the biennium 347 persons have called on the Bureau in person, by telephone, or by mail for various services ranging from consultation about economic activities in New Mexico and the preparation of simple tabulations of data, through conducting surveys and the preparation of market reports. The Bureau staff has been able to fill satisfactorily or refer to the proper sources about 90 per cent
of these requests. Many of them have been answered in the office or over the telephone. The following tabulation covers this phase of the Bureau's activities from January 1, 1949 to December 1, 1950.

Requests for information and services:

<table>
<thead>
<tr>
<th>Request Type</th>
<th>Received by</th>
<th>Answered by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone</td>
<td>129</td>
<td>61</td>
</tr>
<tr>
<td>Mail</td>
<td>123</td>
<td>131</td>
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<tr>
<td>Visit</td>
<td>90</td>
<td>74</td>
</tr>
<tr>
<td>Wire</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Involved projects (2)</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>Referred to others</td>
<td></td>
<td>24</td>
</tr>
<tr>
<td>Unable to provide any information</td>
<td></td>
<td>41</td>
</tr>
<tr>
<td>No action taken (3)</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Pending</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>349</strong></td>
<td><strong>349</strong></td>
</tr>
</tbody>
</table>

Answer required:

- Preparation of tabulations (number of tabulations): 103
- Furnishing one or more materials already prepared or published: 137
- Consultation: 96
- Writing letters of explanation: 29
- Preparation of mailing lists: 6
- Projects (2): 9

(1) Excluding requests for specific publications.

(2) Requiring substantial time for investigation, one or more subsequent consultations, and preparation of reports including tabulations not included above.

(3) Because persons making inquiry did not wish to continue the investigations.

(4) Does not include answers which involved no preparation of data nor substantial consultation. Includes duplications where one inquiry required more than one type of answer.

PUBLIC REACTION AND PUBLIC RELATIONS

That the work of the Bureau has filled a need in New Mexico is evidenced by the attention given it in the daily press and in the many
calls it gets for assistance. Articles in newspapers outside of Albuquerque dealing with published materials in New Mexico Business, the "Business Information Series," and the Food Price Bulletin, have been in excess of 2200 column inches. Articles about the Patterns of New Mexico State Finance appeared in nearly every newspaper in the state.

Chambers of commerce in all parts of New Mexico call on the Bureau for varied types of economic information, and frequently refer to us the requests of others. Such requests are similarly referred to us by several of the agencies of state government.

STAFF

During the past two years the staff of the Bureau has undergone a number of changes. It now consists of nine persons, one of whom is on leave, and includes the director; a statistician (on leave 1950-51); two research associates (one acting as statistician); two part-time research assistants, a statistical assistant, a secretary; and a clerk-typist. One of the research associates and the clerk-typist are attached to the staff on a special project and contribute only incidentally to the regular program of the Bureau. The director and the statistician (during 1950-51; the acting statistician) are both members of the faculty of the College of Business Administration, the former normally teaching one class and the latter two classes each semester.

Considerable fluctuations in the size of the staff have resulted from several special projects of the Bureau. During the preceding biennial, three persons were employed to work on an economic survey of New Mexico. These people had to be released early in the current period because of lack of funds to continue the project. In March 1949 a field representative was employed to solicit advertising and manage the preparation of a new edition of the state business directory. He continued in
this capacity through July 1950 when the publication was completed. During this period, six additional clerical helpers were employed temporarily to work on the preparation of the directory. A number of people have been employed temporarily from time to time to work on other special projects of short duration.

Mr. Carey, statistician for the Bureau and instructor in statistics, was granted leave in June 1950 to work toward his doctorate at the University of Texas. He was not replaced and Mr. Hauswald, research associate, undertook his duties during his absence. As a consequence of this reduction in staff, the work of the Bureau has been seriously handicapped, particularly in regard to the publication program.

Changes in regular staff personnel may be summarized as follows:

Appointments:
Edward L. Hauswald, research associate, July 1949
Sarah Sawyer, clerk-typist, August 1949
Jean Fraser Spiller, research assistant, September 1949
Ruth Hatcher, research assistant, February 1950
Robert G. Conway, research associate, July 1950
Carole Hendricks Mahuron, research assistant, July 1950
Connie Park, clerk-typist, July 1950
Reve Hallin Conn, research assistant, September 1950
Eddie McLure Dansby, secretary, September 1950
Jean Fraser Spiller, statistical assistant, September 1950
Dorice Ames Conway, statistical assistant, November 1950

Resignations:
Corella Blakely, statistical assistant, August 1950
Sarah Sawyer, clerk-typist, September 1949
Ruth Hatcher, research assistant, May 1950
Henrietta Perea Martinez, secretary, October 1950
Jean Fraser Spiller, statistical assistant, November 1950

Appointments and replacements have been made with a view to improving the academic qualifications of the staff. Of the nine members, eight have academic degrees, and six have advanced degrees.

PLANS

Within the limitations imposed by the size of the present staff,


and the facilities available to it, the present program leaves little room for expansion of activities. Plans for the immediate future, therefore, must be made largely in terms of continuation and improvement of the present program.

It is planned to continue the publication of New Mexico Business, which has been well received and widely adopted as a reliable tool for management. This activity necessitates the continuous gathering of data and the preparation of all the statistical series which are now kept on a current basis. Continued publication of the bulletin also implies regular preparation of the monthly article "Recent Business Activity." It is hoped that special articles can be included in this publication frequently, if not every month.

Barring unforeseen difficulties, the regular collection of food prices and publication of the Retail Food Price Bulletin in Albuquerque will be continued. Compilation of information is now under way which will make it possible to extend this program to three other cities in the state.

Additional numbers in the "Business Information Series" will be issued as these may be useful.

As indicated above, much remains to be done in assembling basic data about New Mexico's economy. Most of the obvious and readily accessible sources of information have been tapped. These sources will continue to provide the Bureau with a considerable volume of data for processing and analysis. Progress will be slower in obtaining data about other phases of economic activity in the state because of the
necessity of discovering or developing less accessible sources and of establishing reporting procedures in an area unaccustomed to these procedures. More specifically, a considerable amount of information needs to be obtained concerning the volume of goods moved in and out of the state, particularly by methods other than rail, and the mode of their transportation; the volume and nature of goods manufactured in New Mexico, the location of their production and their markets; the sources, amount, and distribution of income in New Mexico; and detailed data about nearly all individual industries. In most instances data need to be obtained both currently on a regular monthly basis, for purposes of reporting, and for previous years.

The number of studies of New Mexico's economy which need to be undertaken is very large. Yet, so long as assembling basic data requires a major portion of the research time, it will be difficult to devote a considerable amount of effort to analysis and interpretative studies and to the production of monograph publications. The program of studies for the immediate future includes the following:

The study of the state's coal mining industry, which is now in progress, should be ready for publication late in 1951.

The preparation for publication of the study of the development and significance of the gas and oil industry should be completed and the study ready for printing by May 1951.

Work will be continued on the study of New Mexico banks and banking. Two short articles which are part of this study have been published in the monthly bulletin and more of these should appear in the next two years. Completion of the entire study and publication of a monograph are indefinite.

A study of income have been tentatively determined. Data Preliminary work has been done on the sources and volume of income payments in New Mexico counties. Sources of data for wages and agriculture
have been obtained which should make possible the determination of the gross product of certain basic industries, particularly mining and agriculture. A scheme for tracing the flow of incomes through various levels has been partially worked out. Considerable difficulty has been encountered in obtaining data for professional and proprietorship income and the gross production of several industries. The results of this study should be of great help in understanding the workings of New Mexico's economy, but in view of the difficulties involved, they will be a long time maturing.

Work will also be continued on the study of employment which has been in progress for three years. Most of the basic data are now assembled, owing largely to the excellent cooperation of the Statistical Section of the Employment Security Commission. Considerable editing of data remains to be done before any serious analysis may be pursued with profit.

The Employment Security Commission has recently requested assistance in a study of the economy of the state with particular reference to possible future fluctuations in employment. The Bureau has promised to aid in this undertaking, and preliminary discussions have been held.

Considerable work has been completed toward the preparation for the Economic Development Commission of an economic handbook for the state. This is a long-term project and will continue well into the next biennium, subject to the Commission's financial support.

It is hoped that it will be possible to make another occupational wage survey of the Albuquerque area in the autumn of 1951 and that this may become a regular project.
THE INSTITUTE OF METEORITES

Lincoln LaPaz, Director

ORIGINS, OBJECTIVES, PRESENT ORGANIZATION

For reasons detailed in the Biennial Report for 1947-49, the actual development of the Institute dates from November 1, 1945, and therefore it is five years old at the time of writing of the present report. With the possible exception of a rumored Russian meteoritical center, the Institute of Meteoritics of the University of New Mexico remains the only organization in the world devoted solely to research on meteors and meteorites, particularly the latter.

In earlier reports the objectives of the Institute have been briefly described as follows: “To promote the recognition and recovery of meteorites both by systematic use of instrumental surveys and by arousing in the general public widespread and critical interest in these bodies; to provide means for the intensive scientific study, the preservation and the exhibition of both meteorites and terrestrial materials metamorphosed by meteoritic impact; to advance not only such pure sciences as meteorics but also to stimulate the use of meteoritical knowledge in such practical subjects as high altitude ballistics, rocketry, and other military sciences, ore detection, and the metallurgy of stainless steels and other alloys; and, finally, to provide urgently needed publication facilities for research work done in any or all of the above fields.” The developments of the last
four years not alone in the military field, but particularly those in
cosmogony and the radio-chemistry of extra-terrestrial materials have
served to increase the significance of these objectives.

In earlier Biennial Reports, attention has been called to the steps
taken to implement the research program of the Institute of Meteoritics
through employment of men who "although thoroughly qualified to do mathe-
matical teaching were known to have the training and enthusiasm necessary
to carry on meteoritical research even though burdened with a full-time
teaching load in mathematics," and through honorary appointments to Research
Associateships in the Institute of Meteoritics of outstanding scientists
who "while quartered elsewhere and paid by other universities and scientific
organizations, had signified to the Director their willingness to co-operate
with the Institute of Meteoritics in the investigation of meteoritical
problems." The policy just described has been continued during the last
two years. Dr. A. W. Boldyreff has cooperated in the translation of Russian
publications on the meteorite fall of 1947, February 12; Mr. Douglas W.
Gragg has participated in both field and laboratory work; and Mr. Walter
Hens has supervised a systematic search for evidence of lunar meteors and
impact flares on the surface of the moon. Mr. John Davis Buddhue, of the
Jet Propulsion Laboratory, California Institute of Technology, accepted
appointment as a Research Associate of the Institute of Meteoritics; and
the New Mexico Wing of the C.A.F., the 17th District Office of the O.S.I.
(I.G.), U.S.A.F. and the Departments of Physics, Geology, Civil Engineering,
and Chemistry of the University of New Mexico continued to cooperate most
helpfully with the Institute.
As a result of the resignation of Dr. A. W. Boldyreff to accept appointment in the Atomic Energy Laboratory at Sandia Base, and of Mr. Walter Haas to accept appointment at White Sands Proving Ground, the staff of the Institute of Meteoritics as of December 1, 1950 was as follows:

**RESIDENT STAFF**

Dr. Lincoln LaFaz, Director; Head, Department of Mathematics and Astronomy, University of New Mexico; Dr. Carl Wellington Beck, Mineralogist; Associate Professor, Department of Geology, University of New Mexico; Dr. Morris S. Hendrickson, Mathematician; Associate Professor, Department of Mathematics and Astronomy, University of New Mexico; Mr. Douglas M. Gragg, Photographer and Technicians Instructor, Department of Mathematics and Astronomy, University of New Mexico.

**RESEARCH ASSOCIATES**

Dr. Frederick C. Leonard, Professor of Astronomy, University of California, Los Angeles; Dr. Helmut E. Landsberg, Executive Director, Research and Development Board, National Military Establishment, Washington, D.C.; Dr. Fletcher G. Watson, Harvard College Observatory, Cambridge, Massachusetts; Dr. Henry Dunlap, Research Division, Atlantic Refining Company, Dallas, Texas.

Dr. Charles E. Fenner, Director of Education, University of Adelaide, Adelaide, Australia; Dr. C. C. Wylie, Professor of Astronomy, State University of Iowa, Iowa City; Dr. Mohd. A. R. Khan, the Hyderabad Academy, Hyderabad, Deccan, India; Dr. Carl W. Beck, Department of Geology, University of New Mexico; Dr. Fred L. Whipple, Harvard College Observatory, Cambridge, Massachusetts; Mr. John Davis Buddhue, Jet Propulsion Laboratory, California Institute of Technology, Pasadena, California.
OFFICES AND COMMITTEE MEMBERSHIPS

Dr. Carl W. Beck served as Councillor, Meteoritical Society.

Mr. Walter Haas served as Director, Association of Lunar and Planetary Observers.

Dr. Helmut E. Landsberg served as Executive Director, Research and Development Board, National Military Establishment, Washington, D. C. and is a contributing member of the staff of the Encyclopedia Brittanica.

Dr. Lincoln LaFaz served as a member of Commission 22 of the International Astronomical Union; as Representative of the Meteoritical Society in the National Council of the A. A. A. S.; and as Vice-President of the Meteoritical Society.

Dr. Frederick C. Leonard served as Editor, Contributions of the Meteoritical Society, and Drs. Leonard and Fletcher Watson served as members of Commission 22 of the International Astronomical Union.

Dr. Fred L. Whipple served as Chairman of Commission 22 of the International Astronomical Union, and was awarded the J. Lawrence Smith Medal by the National Academy of Sciences in recognition "of his acknowledged leadership in the field of motion and nature of meteoric particles in the earth's atmosphere."

PUBLICATIONS OF STAFF MEMBERS

Dr. Carl W. Beck (and Lincoln LaFaz):


Mr. John Davis Buddhue:

"Meteoritic Dust," University of New Mexico Publications in Meteoritics, Number Two, 1950; "Miscellaneous Notes on Meteorites from Holbrook,

Dr. Lincoln LaPaz:


Dr. Frederick C. Leonard:


Dr. Fred L. Whipple:

PAPERS READ BEFORE PROFESSIONAL MEETINGS:

Dr. Carl W. Beck:

Meteoritical Society meeting, University of Southern California, September 6-7, 1949; "The Nortnite Fall and its Mineralogy"; Southwestern Division, American Association for the Advancement of Science, Flagstaff, Arizona, May 1-3, 1950; "The Odessa, Texas Siderite"; Meteoritical Society meeting, Museum of Northern Arizona, Flagstaff, September 5-7, 1950; "Observations on the Toluca, Mexico Iron."

Dr. Carl W. Beck and Dr. Lincoln LaPaz:


Mr. Walter Haas:

Meteoritical Society, University of Southern California, September 7, 1949; "Concerning the Observability of Meteoritical Phenomena on the Moon and the Nearer Planets."

Dr. Lincoln LaPaz:

Meteoritical Society meeting, Los Angeles, September 6, 1949; "Lunar Craters"; Symposium on Meteorites of the Physical Sciences Section of the American Association for the Advancement of Science, Flagstaff, Arizona, May 2, 1950; "The Barringer and Odessa Meteorite Craters"; Meteoritical Society meeting, Museum of Northern Arizona, Flagstaff, September 6, 1950; "Surface Anomalies at Barringer Meteorite Crater."

Dr. Frederick C. Leonards

Meteoritical Society meeting, Los Angeles, September 6, 1949; "Further Evidence concerning the Wolf Creek, Western Australia, Crater"; Meteoritical Society meeting, Museum of Northern Arizona, Flagstaff, September 5, 1950; "A Proposed Curriculum in Meteoritics for College Students."
RESEARCH PROJECTS COMPLETED AND IN PROGRESS

The field work on the great achondritic shower of 1948, February 18, was described in the Biennial Report for 1947-49. The huge amount of material recovered from this record-breaking shower has been the subject of exhaustive laboratory investigations during the last biennium. A lengthy monograph covering these investigations, prepared jointly by Dr. Carl W. Beck and the Director, will appear in the 1951 volume of the American Mineralogist.

During the biennium 1949-51, the Institute of Meteoritics completed the instrumental survey of the first area blocked out for subsurface investigations at the Barringer Meteorite Crater near Canyon Diablo, Arizona. On the basis of the subsurface anomalies detected during this survey, extensive excavations were carried out, the expense being shared equally by the Standard Iron Company of Philadelphia, Pennsylvania and the Institute. A preliminary report on the correlation between the anomalies located with meteorite detectors and the subsurface structure revealed by the excavations was presented at the 13th Annual Meeting of the Meteoritical Society, and a more detailed report is now in preparation.

In addition to the instrumental survey for buried meteoritic material, the Institute also conducted a surface search for Indian artifacts and ruins on the flanks of the Barringer Meteorite Crater. This phase of the work in Arizona was under the supervision of Mr. Boyd Wettlaufer, who earlier has acted in a similar capacity for the Department of Anthropology of the University of New Mexico. Not only were many interesting points and other artifacts discovered, but Mr. Wettlaufer found several ruins, one of which was completely excavated by Institute personnel. This ruin
turned out to be a pit house type structure, the walls of which were constructed of pieces of Coconino sandstone thrown out by the explosion which formed the great crater. The presence of such dwelling houses near the rim of the Barringer Meteorite Crater dispenses of the widely held legend that since time immemorial the Crater has been regarded with superstitious fear by the Indians of the Southwest.


THE INSTITUTE AS A SERVICE ORGANIZATION

The Institute of Meteoritics continues to cooperate with the Department of Mathematics and Astronomy in connection with the teaching of the elementary course in astronomy and in the development of a program for undergraduate majors and minors in this subject.

Under a cooperative arrangement between the Department of Geology and the Institute of Meteoritics, several graduate students have done or are now doing research work in meteoritics for the Master's degree. Two students, Mr. Louis Goldsmith and Mr. Ralph Stevenson, have already been awarded the Master of Science degree for work done under this cooperative program and a third graduate student had completed his meteoritical research work before he was called into military service in Korea.

Demands continue to be made on the staff of the Institute for aid in connection with various questions relating to the national defense.
and assistance on such matters are, of course, provided without compensation. The Director has worked on problems submitted by personnel of the Research and Development Board, National Military Establishment; the Air Material Command; and the Office of Special Investigations (I.G.), U.S.A.F.

Because of the wide separation in space and time of meteorite falls, a multitude of interested and instructed voluntary observers is necessary if the observations essential to the discovery of new meteorites are to be obtained. Unlike the arm-chair sciences, meteoritics is forced to seek the intelligent co-operation of the layman. An attempt to drive this point home has been made by the Director in a paper, "Meteoritics in the Southwest," published in the Autumn, 1950 issue of the New Mexico Quarterly.

NEEDS AND RECOMMENDATIONS

The most urgent need of the Institute of Meteoritics is for adequate permanent quarters providing, first, housing for costly power machinery now protected from the weather only by tarpaulins; second, electrical power suitable for the operation of this machinery; third, laboratories for research work; and fourth, modern display cases of dust-tight plate-glass construction like those protecting the Anthropological and Geological collections.
The New Mexico Historical Review was founded in 1926 by the Historical Society of New Mexico which traces its history back to 1859. The magazine is published to promote interest in the history of the Southwest and to serve as an outlet for the publication of material relating to that region. Financially, it is supported by subscription and state subsidy. Since 1929, by joint agreement between the Society and the University of New Mexico, it has been edited by a member of the University Department of History. Twenty-five volumes have been published to date, two of them during the past biennium. They contain articles based on the study of primary source materials, memoirs, diaries, and documents. In point of time, the material ranges from the 16th to the 20th century, a span of over 400 years, and deals with the lives of people of three cultural backgrounds, the Indian, Spanish, and Anglo-American.
The New Mexico Quarterly is a well-established literary and cultural review now in its twentieth year of continuous publication. Beginning with 1949 a far-reaching reorganization plan was put into effect with a change in format and typography and the addition of several literary and artistic features. Designer Helen Gentry and many prominent writers and artists have cooperated in the undertaking.

Each issue is expressly illustrated throughout by a prominent artist accompanied by a critique of the work of the illustrator. Ernest L. Blumenschein, John Sloan, Kenneth M. Adams, Raymond Jonson, Howard Cook, Adja Yunkers, Gustave Baumann and Peter Hurd have contributed to the eight issues published in the biennium, and their critics have been respectively Howard Cook, Walter Pach, Lloyd Lôzes Goff, Ben Wolf, Carl Zigrosser, John Palmer Leeper, Vincent Garoffolo and Paul Horgan.

It has been the editorial policy to combine articles of general interest, fiction, drama, poetry, art and literary features of diversified appeal. Beginning with the Autumn 1950 issue, contributions on printing, photography, music and the other arts were added. Under the direction of Genevieve Porterfield the "Guide to the Literature of the Southwest" has been materially improved. Another special feature worth mentioning is "Poet Signature," monographic presentations of selected work of young poets.

The circulation of the Quarterly has substantially increased during the period.
The Division of Research and Development was chartered by the Regents of the University in April of 1946. The purpose of the division, as set forth in its charter is "to promote scientific, social, humanistic, and industrial research, to make available the results of such research and to acquaint the public with the facilities of the University, in the interest of a fuller development of the human and natural resources of the state."

Control of the division is vested in a board composed of five faculty members appointed annually. Faculty members who have served on the board during the past two years include: Thomas T. Castonguay, chairman, Carl W. Beck, Raymond N. Castle, Ralph L. Edgel, Vincent C. Kelley, Richard E. Strahlem, and W. C. Wagner.

Activities of the division are administered by a director. Dexter H. Reynolds was employed as full-time director until June 30, 1950. Since that time Ralph Edgel has served as director as an adjunct to his duties as director of the Bureau of Business Research.

The division is the University's agent in the negotiation of contracts for research with non-University agencies or individuals. It seeks also to find financial support for worthy projects arising within the University and to coordinate research activities involving more than one department when such coordination is necessary. The
A considerable amount of time and effort has also been devoted to consultation with individuals and groups concerning specific industrial opportunities. A large number of requests for information about specific resources, industries, and industrial facilities have been filled by or through the offices of the division.

Contracts for several research projects have been successfully negotiated by the division, including two with the Office of Naval Research, an extensive investigation concerning the extent and properties of certain pumice deposits for the Atomic Energy Commission, and a study of infant mortality in rural New Mexico.

The division has also attempted to maintain current files of the research projects in progress at the University, the personnel and facilities available for research work, and the availability of research grants from various agencies and institutions who sponsor research.

The division has now been in existence some four and one-half years and from September 1947 through June 1950 employed a full-time director and a secretary. Although this is too short a time in which to expect full fruition of its objectives, the role originally visualised for the division has not materialized. Originally conceived as a device to facilitate the conduct of industrial research at the University in behalf of New Mexico's industry and commerce, it has been unable to perform this function because of the unwillingness of industry to interest itself in or finance research. In early 1950 a review by an independent faculty committee of the research projects actually obtained through the efforts of the division, led
division is not designed nor is it staffed to actually engage in research; its purpose is to promote and to facilitate research activities of the University.

In carrying out its responsibilities, the division has directed its attention to promoting interest in research, drawing attention to the research talents and facilities available at the University, consultation upon problems relating to research and industrial development, and negotiation of research projects for the University.

In attempting to promote research, the division has been actuated by a philosophy that New Mexico, by the nature of its resources and location, has a great potential for economic development which, if properly nurtured and exploited, could produce substantial benefits for the state and its citizens. One of the important requisites of intelligent development of this potential is research, and it is felt that the University can make an important contribution to this development through encouraging and conducting research.

To this end the division has tried to encourage research by alerting its citizens to the usefulness of research in specific fields and the necessity of undertaking research to provide guides to intelligent development and utilization of its resources. This has been done through the medium of articles, newspaper releases, talks before various groups, attendance at, and sponsoring of, conferences. These means have also been employed to draw attention to the facilities for research which exist at the University.
to the conclusion that the results so far obtained did not justify the continuation of a paid staff and a recommendation that the appropriations for this activity be discontinued. Accordingly, no budget was provided the division for the succeeding year, the staff was relieved of its responsibilities at the end of the 1950 academic year, and the Director of the Bureau of Business Research was assigned the responsibility of handling the administrative affairs of the division. Since that time, the division has been almost completely inactive, although the Board has continued to function. Plans for the future include an evaluation of research at the University, and reconsideration of the role which the division should appropriately play in the University's affairs.
The University continued to publish (jointly with the Laboratory of Anthropology, Santa Fe) the Southwestern Journal of Anthropology as a contribution to research in anthropology. Gratifying expressions of its impact on the science have been increasingly numerous. In this biennium, two volumes were published in which were articles, not only by outstanding American scholars, but also, significantly, from foreign scientists (in Australia, Japan, Hungary, Netherlands, etc.). A landmark contribution was a series of research articles (by J. H. Greenberg, Columbia University) showing the interrelationships of the thousands of native languages of Africa, the first systematic scientific classification for the continent as a whole.

To make the Southwestern Journal of Anthropology more readily accessible to foreign scientists, a revolutionary step was taken by reducing the subscription price for countries with depreciated currency to the pre-war exchange rate. Twenty-seven foreign countries are represented in the Journal's list of subscribers which totals more than five hundred.
BIENNIAL REPORT: JANUARY 1, 1949 TO JANUARY 1, 1951

THE UNIVERSITY OF NEW MEXICO PRESS

E. B. Mann, Director

Major changes in personnel, office location, and Press functions may have handicapped but have not essentially disrupted the smooth operation of The University Press during the past two years.

During the Summer of 1949, Press Director Fred Harvey requested and was granted a leave of absence of one year beginning November 1, 1949. E. B. Mann was chosen as Acting Director during that period. As of July 1, 1950, at the suggestion of Mr. Harvey and upon the recommendation of the Publications Committee, the President made and the Board of Regents confirmed the appointments of E. B. Mann as Director and of Fred E. Harvey as Assistant Director of the Press.

Anticipating the removal of Barracks Building C-3 to make room for new construction, Press offices were moved (in July 1950) to Barracks Building T-21.

The University Press now functions as a book publishing agency only. The Press is no longer responsible for the publication or handling of the Publications Series, the Bulletin Series, the Southwestern Journal of Anthropology, or the Quarterly Review, all formerly Press functions but now under separate individual management.

STAFF:

E. B. Mann, Director
Fred E. Harvey, Assistant Director
Eileen Flynn, Advertising and Sales Manager
Fern Griffith, Art, Design, and Production
Hazel Mensing, Secretary to the Director
Alice Houston, Secretary
Published in 1948 but listed here to complete records from last biennial report in which these six titles were reported as "in process."

"British Medieval Population" — J. C. Russell
"Simon Bolivar" — Gerhard Masur
"Mean as Hell" — D. H. Harkey *
"Bowie Knife" — Raymond Thorp
"State Government Today" — Roy Peel
"Guills" — Loyd Tireman and Ralph Douglass

Published within the biennium:

"Description of Sonora" (Coronado Historical Series) — Ignez Pfefferkorn
"Southwest Heritage" — T. M. Pearce, Majors, and Smith
"Three Toes" — Loyd Tireman and Ralph Douglass
"Coronado on the Turquoise Trail" (Coronado Historical Series) —
  Herbert E. Bolton *

"Stratigraphy and Archaeology of Ventana Cave" — Emil W. Haury
"Hunting American Lions" — Frank C. Hibben
"Signature of the Sun" — Mabel Major and T. M. Pearce
"Hopi Kachina Dolls" — Harold S. Colton
"Flute of the Smoking Mirror" — Frances Gillmor
"New Mexico Village Arts" — Roland Dickey *

"Roosevelt's Good Neighbor Policy" — E. O. Guerrant
"Navaho Weaving" — Charles Avery Amosden

* See Awards, etc.
(Books -- continued)

Kenneth Adams Portfolio of Lithographs
Peter Hurd Portfolio of Paintings
"Masked Gods" -- Frank Waters
"No High Adobe" -- Dorothy Pillsbury
"The Cacti of Arizona" -- Lyman Benson
"Dancing Diplomats" -- Hank and Dot Kelly *
"Guide to American Biography" Part I -- Marion Dargan
"Modern Latin America in Social Science Literature" -- Richard F. Behrendt

* See Awards, etc.

In Production or Approved for Publication:

"Lt Emery Report" -- Dr. Ross Calvin
"Primitive Yuman Indian Subsistence" -- Drs. Castetter and Bell
"Frontier Fighter" -- George W. Coe (a reprint)
"Teaching Spanish-Speaking Children" -- Dr. L. S. Tireman (revised edition)
"Landmarks of New Mexico" -- Hewitt and Mauzy (revised edition)

* "Contemporary Latin-American Philosophy" -- Dr. Anibal Sanchez Reulet

"History of New Mexico" -- Dr. Frank Reeve
"New Mexican Folk Music" -- Dr. Vicente T. Mendez

** "History of New Mexico Military Institute" -- Col. Kelly

Reprint of Artist Series (articles from New Mexico Quarterly Review)

* In collaboration with The Pan American Union

** In collaboration with the New Mexico Military Institute
AWARDS AND SUBSIDIES:
The Press has received gratifying national recognition during the past two years through the awards and acclaim its books have received, both for content and for excellence of design and craftsmanship.

"New Mexico Village Arts," by Roland Dickey, was selected as one of the Fifty Best Books published in the United States in 1949; was also the recipient of the Rounce & Coffin Award as one of the Best Western Books published during 1949.

"Hopi Kachina Dolls," by Dr. Harold S. Colton, was the recipient of another Rounce & Coffin Award as one of the Best Western Books of 1949.

"Coronado on the Turquoise Trail," by Dr. Herbert E. Bolton, was one of the 1949 selections of The History Book Club of America.

"Dancing Diplomats," by Hank and Dot Kelly, was chosen by the Catholic Book Club as its January, 1951, selection.

"Mean as Hell," by D. H. Harkey, was selected as one of Ten Best Western Books of 1948. Reprint rights have recently been sold to The New American Library for reissue of the book in a pocket-size 25¢ edition under their Signet Book imprint. (We believe that this is the first book published by any University Press ever to be reprinted in a "pocket book" edition.

The University of New Mexico Press is now working in collaboration with the University of Arizona Press in the publications of titles selected by the University of Arizona Publications Committee; approved by our own Publications Committee, and published by us with Arizona financial backing. Two titles so far published under this agreement
(Awards and Subsidies -- continued)

are: "Stratigraphy and Archaeology of Ventana Cave," by Dr. Emil
Haury (a joint publication sponsored by both Universities and partially
subsidized by a Viking Fund Grant of $2000.00), and "The Cacti of
Arizona," by Dr. Lyman Benson, published at the University of New Mexico
Press for the University of Arizona Press.

Negotiations are well advanced with The Pan American Union for pub-
lication, with Pan American Union subsidization and promotional support,
of various books in the field of Inter-American relations. First
proposed title on this list is "Contemporary Latin-American Philosophy,"
by Dr. Anibal Sanchez Reulet.

Negotiations are in progress also with the New Mexico Military Institute
for a history of N.M.M.I., to be financed by the Institute.

Another "first" in Press history and, so far as we know, in the history
of University Press publishing generally, is our venture into the
field of art reproductions. The Kenneth Adams Portfolio (eight
lithographs) and the Peter Hurd Portfolio (eight paintings) have
been enthusiastically received in the Southwest, nationally, and
abroad. We hope to add at least one such portfolio each year to our
New Mexico Artist Series.

SALES:

From July 1, 1948 to June 30, 1949 .......... $45,818.61
From July 1, 1949 to June 30, 1950 .......... 40,438.92
        $86,257.53

This compares with sales totaling $62,171.54 for the biennium
ending June 30, 1948; an increase of 38.8% in sales volume
RECOMMENDATIONS:

1. Continuation of a flexible policy of book adoption, to the end that more titles be published and more promotion given to titles showing promise of general appeal. (Volume is the publisher's best hope of profit, his best insurance against losses on individual titles.)

2. Continued emphasis on fine design and fine craftsmanship.

3. Gradual but systematic expansion of our national sales and promotional coverage, thereby avoiding over-dependence on Southwestern markets.
As of November 1, 1949, when the present Editor assumed his duties, responsibility for the editing and distribution of the scholarly publications series was removed from the University Press and vested in an independent office. The Publications Committee of the Faculty retained responsibility for all matters of policy, including acceptance or rejection of manuscripts. During the biennium just past, eighteen University of New Mexico Publications were issued — fourteen of them during 1950 — compared with a total of eight during the preceding biennium. Also during the past biennium two new series — History, and Language and Literature — were added to previously established series in Anthropology, Biology, Education, Engineering, Geology, Meteoritics, and Social Sciences and Philosophy.

Faculty sub-editors of the various series have been active in the search for manuscripts of quality, and it seems reasonable to assume that the presence of this publications medium on the campus has been a factor in stimulating scholarly research among members of the University faculty.

Publications in the several scholarly series have received wide distribution both in this country and abroad, and complimentary mailing lists for all publications insure that a copy of each issue is placed in leading public and university libraries. Cash receipts from sales during 1950 nearly quadrupled those of the preceding year.

The following University of New Mexico Publications appeared during the biennium:

**Anthropology Series**
- No. 1 Hoijer. Navaho Phonology. (Reprint)
- No. 4 Gabel. A Comparative Racial Study of the Papago.
- No. 5 Lister. Excavation at Cojumatlán, Michoacán, Mexico.
- No. 6 Johnson. The Opata; An Inland Tribe of Sonora.

**Biology Series**
- No. 4 Dittmer. Lawn Problems of the Southwest.

**Engineering Series**
- No. 4 Clough. A Qualitative Comparison of Rammed Earth and Sun-Dried Adobe Brick.
- No. 5 Wagner, Gay, and Reynolds. Pumice as Aggregate for Lightweight Structural Concrete.
Geology Series
No. 2 Kelley. The Geology and Economics of New Mexico Iron-Ore Deposits.
No. 3 Reiche. A Survey of Weathering Processes and Products. (Revised edition)

History Series
No. 1 Longhurst. Erasmus and the Spanish Inquisition: The Case of Juan de Valdés.

Language and Literature Series
No. 1 DeJongh. Western Language Manuals of the Renaissance.
No. 2 Lee. The Three Nephites: The Substance and Significance of the Legend in Folklore.
No. 3 Tully-Rael. An Annotated Bibliography of Spanish Folklore in New Mexico and Southern Colorado.
No. 4 Albrecht. William Hazlitt and the Malthusian Controversy.
No. 5 Grabo. Shelley's Eccentricities.
No. 6 MacCurdy. The Spanish Dialect in St. Bernard Parish, Louisiana.

Meteoritics Series
No. 2 Buddhue. Meteoritic Dust.

Funds from the Publications Series budget also served each year during the biennium to subsidize to the extent of $100 publication of the New Mexico Folklore Record.

By the end of the biennium the following manuscripts were either in production, had been copy-edited, or had been approved for publication by the Publications Committee of the Faculty:

Anthropology Series

Biology Series
No. 5 Wyman and Harris. The Ethnobotany of the Kayenta Navaho.

History Series
No. 3 Homage volume for Professor Marion Dargan.

Language and Literature Series
No. 7 Dykes. Billy the Kid, the Bibliography of a Legend.