

Report of Committee of the Faculty and Administration appointed to consider the establishment of a fund to pay for various activities, obligations, and benefits received by the faculty-administrative group.

HISTORY: At a call meeting the evening of July 25, the President proposed that a fund be established to employ a night watchman, to finance the Faculty Athletic Association, to contribute to the Student Activity Fund, to contribute to the Polygraph, and to pay for social activities and courtesies of the faculty-administrative group. After considerable discussion, the group voted to appoint a committee to consider details of such a proposition and present it to the group at the opening of the fall term, when it was hoped a larger proportion of the individuals concerned would be present. The President suggested that such fund be obtained by contributions of 1% of the salary of each member of the faculty and administrative staff to which should be added a like amount contributed by the Institute. The following committee was named by acclamation: Mrs. González, Mr. Castillo, Mr. Avilés, Mrs. Palmer, chairman and Dr. Huffman.

REPORT

I. NAME: The Faculty Activity Fund (Note that throughout this report the term Faculty is interpreted to mean all faculty and administrative employees of the Polytechnic Institute).

II. SOURCE: 1% of salary of each faculty and administrative employee to be deducted from the monthly checks. (Note that the committee does not recommend matching this sum by contribution from the Institute. The reason for rejecting this portion of the original proposition is that since the sum contributed by the Institute would be approximately the amount paid to a watchman, the committee feels that it would be more satisfactory for the Institute to employ a night watchman independently.)

III. Suggested Uses of the Fund:

1. Financing of the Faculty Athletic Association.
2. Contribution to the Activity Fund (Student) (It is understood that this does not include organization beneficeios.)
3. Financing of Social Activities:
 - a- Given by the Faculty for the Students
 - b- Given by the Faculty for Guests
 - c- Given by the Faculty for themselves
4. Financing of expressions of courtesy, such as Gifts, Greetings, and Flowers.
5. Contribution to the Polygraph to cover the cost of subscription for each contributing member.
6. Establishment of a contingency fund to be used only upon authorization of majority of the group for each disbursement.

IV. Administration of Funds:

Committee of five elected by the Faculty-Administrative group will administer the fund in accordance with a budget submitted to and approved by the group as a whole. It is suggested that the members of this committee be selected in such manner that there will be included someone who will be definitely interested in EACH of the different uses of the fund.

- General suggestions:**
1. Any plan adopted be for a nine months trial period subject to change.
 2. If this report is accepted, each item be approved, amended, or rejected separately.

August 15, 1942.

Read and approved on Sept. 22, 1942.

The Book Club

1. Purpose

- a. To make available to its members a greater variety, than otherwise possible, of current books and literary articles.
- b. To meet twice each month for a definite program, and discussion of the books being read, current topics, etc.
- c. Each member is expected to respond to Roll Call with the title and author of a recent book to stimulate our memories along this line.

a. Rules

- a. Each member (active and associate) shall contribute at least one book a year to the library maintained by the Club.
- b. Non-members are not to have the use of a Club book until each member has finished with it.
- c. Each book must be signed for when taken out and checked off when returned.
- d. There is no time limit to reading a book, but each member is requested to return books promptly when finished.
- e. Each member shall pay 50 cents dues upon joining the Club, this amount to be used to defray running expenses such as postage, notebooks, stationery, etc.

c. Meetings

- a. To be held in homes of members rotating in alphabetical order each 2nd and 4th ~~Wednesday~~ at 3:30 p.m.
- b. Only very light refreshments are to be served—a beverage and cookies if the hostess wishes.

Book Club Members

Meeting Dates

1. Ades, Paulette--Transportation Committee----	
2. Crist, <i>Wilda</i> -----	March 14, 1945
3. Clark, Ruth--Program Committee-----	
4. Dunscombe, Phyllis--Secretary-----	
5. Dweck, Esther-----	March 28, 1945
6. Earle, Louise-----	April 11
7. Harper, Vera-----	April 25 } <i>withdrawn</i>
8. Harris, Pauline--Program Committee-----	
9. Martinez, Amelia--Program Comm. Chairman--	
10. Michell, Gertrude-----	
11. Moore, Sue-----	May
12. Plank, Alice--President-----	
13. Potter, Ann--Transportation Committee----	
14. Proverbs, Mary-----	
15. Ramirez, Velma--Treasurer and Librarian--	January 10, 1945
16. Rodriguez, Elsie-----	January 24
17. Rogers, Julie--Vice-President-----	February 14
18. Teleford, Elizabeth--Transp. Comm, Chairman--	February 28
19. <i>Oglesby, Angela</i>	