

The University of Virginia Extension Division  
**THE NORTHERN VIRGINIA UNIVERSITY CENTER**

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MEETING OF THE ADVISORY COMMITTEE

8:00 P.M., Monday, January 4, 1954

Presiding: Mr. Clarence A. Steele, Chairman  
of the Exploratory Committee

Opening Statement

Introduction

Summary of the history and development of the Northern Virginia  
University Center: Professor J.N.G. Finley, Director

Questions

Some questions of university center development: Professor George  
E. Zehmer, Director, University of Virginia Extension  
Division

Organization of the Committee

Minutes of the meeting of the Advisory Council  
to the Northern Virginia University Center,  
January 4, 1954

Members of the Council present were:

Howard B. Bloomer, Jr., John Corson, Senator John A. K. Donovan, Harrison Mann, Mrs. John M. Maury, Benjamin T. Norris, Lawrence Proctor, Thomas E. Sebrell, III, Richard E. Shands, Francis W. Trapp, Clarence A. Steele, and Mrs. J. P. Yoder.

Members of the staff of the University of Virginia present were:

Professor George B. Zehmer, Mr. Jack Dalton, Professor J. N. G. Finley, Miss Helen E. Walker, Mrs. Ruth H. Frank.

Also present was a guest, Mr. Philip N. Brophy, an associate of Senator Donovan.

Two members of the Council were unable to be present. They were:

Philip M. Talbott and Judge Franklin P. Backus.

Since the meeting, Dr. Carson Fifer and Mr. and Mrs. Robert A. Osborn have announced their willingness to serve on the Council.

The first meeting of the Advisory Council to the Northern Virginia University Center was called to order at 8 p.m. on Monday, January 4, 1954 in Room 111 of Washington-Lee High School by Mr. Clarence A. Steele, chairman of the Center's Exploratory Committee, which the Council superseded. Mr. Steele welcomed all those present and explained the purpose of the meeting: To acquaint Council members with all aspects of the University Center, to effect a permanent advisory council set-up, and to lay the basis for future thinking about the scope and structure of the University Center. He then called on Professor J. N. G. Finley, Director of the Center, to summarize the Center's history and development.

Mr. Finley traced the growth of the Center in four years up to its present enrollment of 700 students and 900 course registrations. He stressed the importance of the cooperative attitude shown by the Arlington County School Board, without whose interest and physical facilities the Center would not have been able to exist. The school boards of Fairfax, Falls Church, and Alexandria have also cooperated, he said. In response to questions, Mr. Finley stated that the average size of classes was about 16, that there were 55 classes conducted by 48 instructors -- 1 from the faculty of Mary Washington College, 2 from the University of Virginia, 2 from the faculty of Georgetown University, 1 from the Howard University faculty, 1 from Mt. Vernon Junior College, the others recruited from Federal agencies and voluntary organizations in the area, very largely individuals formerly on the faculties of universities across the country; that instructors were recruited with the concurrence of the chairmen of appropriate departments in the University at Charlottesville.

In explaining the new daytime schedule which has been inaugurated at the Center on a limited scale, he said that the vigorous demand for further daytime class work stemmed mainly from the parents of prospective college students. Mr. Finley said that financially, the Center is largely self-supporting. Although allowed to incur an annual deficit of \$5,000 by the University of

Virginia, the Center had to dip into this reserve fund only to the extent of \$900 last year. For the year from July 1, 1953 to June 30, 1954 Mr. Finley estimated that tuition and library fees will about equal the budgeted expenses of approximately \$65,000.

The chairman then introduced Professor George B. Zehmer, Director of the University of Virginia Extension Division. Mr. Zehmer introduced Mr. Jack Dalton, Librarian of the University and a member of the Extension Division Advisory Committee who came with him from Charlottesville.

Mr. Zehmer expressed the interest of the University in developments here in the Northern Virginia area. He said that the University could continue to enlarge and develop our present program for part-time students, including informal, non-credit courses. As for a daytime two-year college for full-time students here, he said that the University of Virginia would be glad to cooperate in such an endeavor, but that it would take no initiative in the matter unless that were the clearly expressed wish of a responsible group of people from this area.

He then explained an issue that has arisen in the matter of credit courses. Up to the present time, he said, 66 semester hour credits earned in extension have been acceptable toward a Bachelor's degree earned at Charlottesville. Now, however, through an action by the Southern Association of Colleges and Secondary Schools, of which the University of Virginia is a member, the work that can be completed toward a Bachelor's degree through extension classes must be limited to one year, unless the parent institution establishes an official branch.

He listed the essential characteristics of a branch as described by the Southern Association. They are, in general, as follows: 1. There must be a physical plant, centrally located, sufficient for administrative and instructional needs. 2. There must be full faculty control of curricula and admissions by the parent body (qualifications now met by the Center). 3. There must be a

substantial nucleus of full-time faculty members to assure permanence and continuity (a qualification we do not now meet). 4. There must be qualified administrators. 5. There must be adequate library facilities. 6. There must be adequate laboratory facilities. 7. There must be a stable pattern of course offerings. 8. Course offerings must comply with standards set by the Southern Association. 9. The branch must have a genuine relationship to the parent institution.

Mr. Zehmer stated that, since the ruling concerning the amount of extension credit work acceptable toward a degree is new, he feels certain that the Southern Association will temporarily grant the University the right to continue the 66-credit-hours arrangement. He added that no permanent branch can be established without the permission of the Governor and the State Board of Education.

Mr. Zehmer cited the alternatives with which the University and its Northern Virginia Center are faced. 1: We can offer students the opportunity to complete their degree work, instead of one-half, as at present, or 2: The community can proceed independently of the University to establish a local college in cooperation with some other institution of higher learning, or 3: We can establish a two-year branch of the University of Virginia, complying with the specifications of the Southern Association previously set forth.

The above alternatives were discussed at some length. The consensus was that there is a need for and a desire for a collegiate institution in the area that would provide at least two years of college work. There was equal unanimity on the proposal that such an institution should be developed under the auspices of the University of Virginia. There was warm approval of what the University has done thus far in Northern Virginia and a deep appreciation of the need for the type of work which it is now offering. The feeling was that this was not enough.

Mr. Harrison Mann said that the functions of the present committee should be three-fold: 1. Sound out the needs of the community. 2. Interpret

and advance the desires of the community in regard to the Center. 3. Publicize all the efforts of the Center.

Mr. Mann moved that the name of the new organization be the "Advisory Council to the Northern Virginia University Center". Senator John A. K. Donovan seconded the motion, which was carried.

The chairman suggested that the size of the Council be determined at a later meeting, that it be self-perpetuating, and that members serve at their own pleasure.

Mr. Mann then nominated Mr. Steele as chairman of the new Advisory Council. Mr. Sebrell moved that a unanimous ballot be cast for Mr. Steele. Mr. Donovan seconded the motion, which was carried.

As suggested by Mr. Donovan, the chairman then appointed Mr. Finley as permanent secretary to the Council.

Mr. Steele said that we must now think about two main things. First, should the Center continue in its present activities in the same manner as heretofore? Or, second, should there be established a branch of the University of Virginia, based on the desire of the local citizens and fully cognizant of all the problems entailed, particularly the need for a physical plant?

Mr. Shands suggested a convocation in the middle of the term in order to give the general population an idea of the Center's set-up and functioning.

Mrs. Maury suggested that Prince William and Loudoun Counties should be represented at future Council meetings.

Mr. Sebrell moved to adjourn. Mr. Mann seconded. The meeting was adjourned at 10:05 p. m.

Respectfully submitted,

J. N. G. Finley  
Secretary