

December 17, 1963

Barham College  
Richmond, Indiana

Dr. Harry F. Lewis  
Dean Emeritus  
The Institute of Paper Chemistry  
Appleton, Wisconsin

Dear Harry:

I am enclosing the following several pages of material which the committee appointed to review the Constitution may find helpful. I am also sending copies of these materials directly to the other members of the Committee.

1. Historical statement.
2. Constitution - this is the original version and does not have several changes and amendments included.
3. Exerpts from Minutes - I have gone through the minutes and tried to pull out everything which may be of use to your Committee. Note that several Constitutional changes have been adopted over the years.
4. Statistics - for whatever they are worth.

As Enno Wolthuis explained to you, the major concern of the Executive Council was over the matter of associate membership, but we also felt this was a good time to review the whole picture of the nature and functions of the Association. Several Constitutional changes may seem in order after you have looked over the situation. The problems which I see are essentially (1) a need to clarify the purpose of, and criteria for, associate membership, since a good deal of confusion now exists, and (2) the problem of increasing size of the organization and the question of how broad its scope should be, both geographically and types of institutions. The following comments may help to point up some of the problems.

(1) Associate membership was originally limited apparently to special cases of people who had particular interest in liberal arts colleges and to prominent teachers outside of the MACIAC geographical area, notably in Ohio. Now we are in a situation with a considerable number of people from (a) large universities, (b) state-supported undergraduate institutions, and (c) Ohio colleges who attend our meetings and wish to be members. The Ohio people have

tried to organize an association of their own, but I gather this has never really gotten off the ground, and many of them obviously enjoy attending our meetings. It seems rather senseless to let them be members, but only associate members. On the other hand, too large an attendance at the annual meetings can become a serious problem. Wabash College was strained to the limit by our attendance of 175 this fall. This may have been due to the location, but next year at Lake Forest should present a similar situation -- even more central!

(2) A number of university people are attending meetings and applying for membership. There was some feeling in the Council that recruiting for faculty may be in the picture here, which we strongly wish to discourage. (I have received a few letters which might suggest this: "I am unable to attend but have asked Dr. \_\_\_\_\_ to represent our department.") On the other hand, some of these people seem genuinely interested in the problems of undergraduate instruction, and I personally feel that university people can often learn a good deal from liberal arts faculty about how to teach chemistry.

(3) The problem of state-supported undergraduate (or largely undergraduate) schools seems to me the most difficult. Their faculty have the same curriculum interests which we have, and the only real difference is an administrative one. Here again, however, size of the association becomes a critical issue.

(4) From an administrative standpoint, I see three possible ways of handling associate membership: (a) automatically accept people who fall in certain categories (e.g. other mid-west states, state-supported schools), (b) decide not to accept any more associate members except in very special cases, or (c) some intermediate situation in which the Executive Council would pass on each application. The latter is essentially the present procedure, but the Council has no guidelines to use in accepting or rejecting individual applications.

I hope this gives you what you need.

Sincerely,

Wilmer J. Stratton

WJS:lbr

cc: Dr. Perry A. Moore  
Dr. Jack W. Fowers  
Dr. Richard W. Hamette  
Dr. Paul H. Carnell

NACTLAC Statistics

<u>Membership</u>		<u>Attendance (including guests)</u>	
		1953 (Lawrence)	(?)
12/54	146	1954 (Grinnell)	(?)
5/56	179	1955 (Earlham)	70
10/56	193 (175 + 18 assoc.)	1956 (Wheaton)	121
		1957 (Park)	(?)
6/59	184		
8/60	227	1958 (Beloit)	132
5/61	247	1959 (Valparaiso)	135
2/62	267 (219 + 48 assoc.)	1960 (St. Paul)	110
3/63	280 (232 + 48 assoc.)	1961 (Cornell)	131
12/63	275 (225 + 50 assoc.) (11 applications for assoc. membership on hand as of 12/63)	1962 (Alma)	115
		1963 (Wabash)	175
		1964 (Lake Forest)	221

Excerpts from Minutes Pertaining to Organization  
and Functions of MACTIAC - 1953-1963

Institute of Paper Chemistry, Appleton, Wisconsin - October 16, 1953

"The organizing committee of the Midwestern Association of Chemistry Teachers in Liberal Arts Colleges met at 9:30 P.M., October 16, 1953, in the office of Harry Lewis at the Institute of Paper Chemistry. The following were present: Edward L. Haenisch, representing Indiana; Ben F. Sawyer, representing Illinois; James B. Culbertson, representing Iowa; Gerrit Van Zyl, representing Michigan; Perry A. Moore, representing Minnesota; Delta W. Oler, representing Missouri; Frederick J. Mathews, representing Wisconsin; and Harry F. Lewis.

"A constitution which had been prepared by Culbertson was presented and discussed. A copy of this constitution is filed with these minutes."

General Meeting, Grinnell College - October 30, 1954

"The proposed Constitution and By-Laws were discussed. A motion was made and seconded that the Constitution be adopted. This motion was given unanimous approval.

"A motion was made and seconded that the By-Laws be adopted. This motion was approved."

Executive Council, Grinnell College - October 29, 1954

"The following associate members were elected by the council:  
Harry Lewis, Institute of Paper Chemistry, Appleton, Wisconsin  
Walter Thwaite, Research Corporation, 122 S. Michigan Ave., Chicago 3  
Earl Phelan, Argonne National Laboratories, Box 299, Lemont, Ill.  
Leo Sherman, Grinnell College, Grinnell, Iowa  
Ralph V. Sinnott, Ohio Wesleyan University, Delaware, Ohio  
William E. Manuel, Ohio Wesleyan University  
D. M. Marquardt, Omaha University, Omaha, Nebraska

"A standing committee, called the Advisory Committee on Research, has the following membership:

Harry Lewis, Chairman  
Joseph Danforth, Grinnell College  
E. L. Hill, Augustana College  
Gerrit Van Zyl, Hope College  
G. W. Thiesen, Monmouth College."

Executive Committee, University of Minnesota, September 12, 1955

"Should Ohio be included as a regular member. Feeling was that it would make the Association too large to handle at typical small school. No action taken."

Executive Council (old), Earlham College - October 27, 1955

"Action Taken

"Invited-guest policy. The following recommendation was unanimously approved:

The host institution has the privilege of inviting to the general meeting staff members of adjacent liberal arts colleges who are not NACTIAC members. Invitations, however, to other guests representing industry, foundations or universities, must be approved by the president.

"Increased continuity of service. The following was unanimously approved: In order to maintain better continuity of service among the council members it was recommended that Sec. 3, article 5, be amended to read: 'Each state shall elect its representative by nomination and vote of its own group of members present at the annual business meeting. On even numbered years four new council members are to be elected and on odd numbered years 3 new council members are to be elected.'"

#### "Recommendations and General Discussion

The duties and responsibilities of the host institution for the general meeting was discussed. The following suggestions all seemed to be generally approved. The host should be responsible for the program, housing, arrangements, getting out the report on the group discussions (labor only - all costs to be borne by NACTIAC), folder for the sundry items (program, attendance lists, housing location, campus highlights, etc.), coffee break on Saturday morning, arrangements for meals (these are not to be complimentary), registration details, tour details, etc. The Secretary's duties in regard to the general meeting are to get out meeting notices, collect dues, keep the host institution informed of its duties, etc."

#### Executive Council (new), Earlham College - October 27, 1955

"Action: The following associate members were approved: Robert Marschner, Standard Oil Foundation, 910 S. Michigan, Chicago 80; W. W. Linstromberg, U. of Omaha, Omaha, Neb.; J. A. Campbell and Luke Steiner, both of Oberlin Coll., Oberlin, O.; Bayes M. Norton, Kenyon Coll., Gambier, O.; Conrad Romeberg, Dennison U., Cranville, O."

#### Executive Council, Wheaton College - October 19, 1956

"Hereafter, at the general meeting a registration fee of \$1.00 will be charged, all of which is to go for dues. This will insure a more complete dues payment procedure at the general meetings.

#### General Business Meeting, Wheaton College - October 20, 1956

"The amendment to the constitution of Article V, Section 3 was unanimously passed. The amended Section now reads:

'Section 3. Each state shall elect its representative by nomination and vote of its own group of members present at the annual meeting. On even numbered years four council members are to be elected, and on odd-numbered years three council members are to be elected.'"

#### Executive Council (new), Wheaton College - October 20, 1956

"The following associate members were approved: Robert Glazier, Nebraska Wesleyan College, Lincoln, Nebraska; William Kieffer, Wooster College, Wooster, Ohio; William Lippincott, Michigan State University, East Lansing, Michigan."

General Business Meeting, Park College, October 12, 1957

"The By-Law concerning payment of back dues was discussed, the following statement finally being adopted: Reinstatement: A member who becomes more than one year in arrears for dues shall be removed from the membership list. Reinstatement with full membership privileges shall require payment of back and current dues, but the assessment for back dues shall not exceed two year's dues."

Executive Council (new), Park College - October 12, 1957

"It was decided to send news releases of MAOTLAC meetings to the Journal of Chemical Education and to Chemical and Engineering News."

Executive Council, Beloit College - October 24, 1958

"The desirability of continuity in the office of secretary-treasurer was discussed. It was decided to keep the tenure flexible, involving an indefinite term rather than to stipulate a definite term."

General Business Meeting, Beloit College - October 25, 1958

"The following was passed: Article III - Officers, Section 1, shall be amended to read: 'The general officers of the Association shall consist of a president, a president-elect, and a secretary-treasurer. In addition each state shall have one representative chosen by its own membership. These state representatives together with the three general officers shall constitute the Council.'"

Executive Council, St. Paul, Minnesota - October 21, 1960

"It was moved, seconded and passed that the constitutional amendments be circulated before the next years meeting. These amendments are as follows:

"Add to ARTICLE II, Section II: 'Persons who have rendered extraordinary service to the association may be elected to honorary membership by unanimous vote of the members in attendance at the annual meeting. Nominations for honorary membership shall be made by the Executive Council.'"

"Revise Section II: 'All members shall have equal privilege of participation in the general meetings of the Association, except that the voting and holding of office shall be limited to active and honorary members.'"

NOTE: Seems not to have been acted upon at later meetings.

Long-range Planning Committee, St. Paul, Minnesota - October 22, 1960

"Present: P. Wright (presiding), E. Haenisch, J. Culbertson, S. Darling, P. Moore, A. Miller, H. Potter, S. Parmeter, J. Powers, J. Huselton, W. Deskin

"A discussion was held with the following ideas being presented.

1. Meetings might be more effective if they started on Friday morning.
2. Perhaps the general outline of programs should be planned on a longer range.
3. The organization of the discussion groups might include the selection of a secretary in advance. The secretary should submit a brief half page report at the close of the meeting

4. The secretary-treasurer should send letters to the state representatives informing them of their obligations.
5. The rank of associate membership was discussed and questions raised as to the value and purpose. Some felt it should be limited only to former active members that had moved to schools other than liberal arts colleges in the seven state area.
6. It was felt that meetings should be announced in national publications such as C&E News, J. Chem. Ed., etc."

General Business Meeting, St. Paul, Minnesota - October 22, 1960

"Bill Oelke presented a brief report on the Physical Chemistry Laboratory Manual. Experiments will be tried by various members and the success reported at the next meeting. Copies of the experiments will be available from Joe Musalton, secretary of the manual group. Four experiments are presently available. It was approved that the Physical Chemistry Laboratory Manual steering committee be given the status of a standing committee."

Executive Council, Cornell College - October 27, 1961

"Martin Allen proposed that NACTLAC might serve as a clearing house for applicants for faculty positions. (Particularly with reference to former students.) It was suggested that a file be maintained on persons available that NACTLAC member schools could obtain. The person in charge would be known as the Director of Teacher Placement. M. Allen agreed to present this suggestion at the general meeting on Saturday morning."

General Business Meeting, Cornell College - October 28, 1961

"Martin Allen presented a discussion of the need for a Teacher Placement Officer. It was recommended that Arild Miller be appointed as the Director of Teacher Placement. Considerable discussion followed. It was moved and seconded that a file be set up on an informal basis for a period of two years with Arild Miller as Director. The file would include name, address and major field. Motion carried. It was pointed out that this file would be available only for active NACTLAC colleges. It was moved and seconded that this action be transmitted in the report of the annual meeting. Motion carried."

Executive Council, Wabash College - October 18, 1963

"The Council discussed the financial situation and, in particular, the matter of travel expenses for outside speakers. It was voted that the Program Committees for future NACTLAC meetings be authorized to offer to pay travel expenses for a limited number of speakers from outside the NACTLAC membership.

"It was the feeling of the Council that the time has come to review the Constitution and the nature and functions of the Association. The role of associate membership particularly needs clarification and re-evaluation. The President was asked to appoint a committee which will be directed to meet during the coming year and to report to the meeting next fall at Lake Forest."