

University of Texas
Publications

THE UNIVERSITY OF TEXAS BULLETIN

No. 3420: May 22, 1934

SOCIAL SERVICE INSTITUTE

1934

Tuesday, June 5, to Saturday, July 14



PUBLISHED BY THE UNIVERSITY FOUR TIMES A MONTH AND ENTERED AS
SECOND-CLASS MATTER AT THE POSTOFFICE AT AUSTIN, TEXAS,
UNDER THE ACT OF AUGUST 24, 1912

THE UNIVERSITY OF TEXAS

SOCIAL SERVICE INSTITUTE

Tuesday, June 5, 1934—Saturday, July 14, 1934

Registration, Garrison Hall 215 and 217

The Social Service Institute of The University of Texas has been made possible through the coöperative efforts of the Board of Regents of The University of Texas and the Texas Relief Commission. Its purpose is to meet the demand for trained personnel in the relief organizations of the State and because such a demand constitutes a challenge to the University to make available its resources of staff, libraries, and equipment for the fostering of a training program. It is a recognition of the fact that social work offers a wide variety of opportunities to prepared men and women and that such men and women are few in Texas compared with the great present demand. Every day it is becoming increasingly apparent that the situation we are presently in has ceased to be an emergency and that the problems of relief and rehabilitation require for their efficient handling long-time planning and the trained skill of an adequate personnel. The Social Service Institute will offer to the social workers and other interested and qualified persons in Texas and the Southwest an intensive program of courses, lectures, and field work that will combine technical guidance and intellectual stimulation with an opportunity for recreation in the ideal surroundings of the "newer" University of Texas.

ADMISSION

Admission to the Social Service Institute is based on the following requirements:

1. An applicant must be at least 21 years of age and must show evidence that he is of good moral character and that he is in earnest in his desire to enter or to continue in the field of social work.
2. The applicant must show evidence that he is a graduate of an accredited high school and, if he is without experience in a social welfare agency, he must present evidence that he has had at least two years of work in a college or university.
3. Before registering and paying the fees the applicant should write to or confer with the Director of the Institute about his qualifications and his interest in social work. Application forms may be secured by writing to the Director, Social Service Institute, The University of Texas, Austin, or to Mrs. Val M. Keating, Case Work Consultant, Texas Relief Commission, Austin.

GENERAL ANNOUNCEMENTS

Late registration.—No registration for Certificate (which includes payment of fees) will be permitted in the Social Service Institute after June 11.

Attendance as visitors.—The professional nature of the courses of the Institute and the intensive character of its program, make it necessary to withhold permission for visitors to attend its classes.

However, a series of lectures is scheduled which will be open to students of the Institute and to the student body of the Summer Session of The University of Texas for attendance upon which permission will not be required.

Attendance by a registered student as a visitor in a course for which he is not registered will be allowed only with the permission of the Director and the Instructor in charge of the course.

Certificate.—For completion in a satisfactory manner of the full course of study which includes one of the courses in Social Case Work, Community Organization, Social Philosophy, and one of the seminar courses, a certificate will be given by which The University of Texas gives recognition for the work accomplished in the Institute.

University credit will not be allowed for courses taken in the Institute.

Enrollment in individual courses.—For those who do not desire a certificate of training, a limited number of persons will be allowed to enroll in individual courses after securing the approval of the Director and upon payment of the required fee.

FEES AND DEPOSITS

No student is permitted to enter upon a course of instruction without paying the required fee. Once paid, fees are not returnable.

Registration fee.—Every student pays a registration fee of \$10 for the term. No extra fee is required of non-residents.

Property deposit.—A property deposit of \$2 is required of each student. This deposit, less fines, if any, will be returned upon withdrawal, or at the close of the term.

Optional hospital fee.—Any student desiring the privilege of hospitalization as described in the Summer Session Catalogue of the University, page 10, may obtain it by paying *at registration* (but not later) the optional hospital fee of \$1 for the term.

Student activities fee.—To provide an interesting program of recreation, public lectures, musical offerings, etc., during the term all students are urgently requested to pay a voluntary activities fee of \$1. This fee does not include locker and shower fees. For further information regarding the Summer Session recreation program and the fees charged for swimming, lockers, and women's sports consult the Summer Session Catalogue of the University, pages 9, 13 and 14, before registering.

UNIVERSITY HEALTH SERVICE

The benefits of the University Health Service are available to students as soon as they have paid their fees to the Auditor, and they are no longer available after midnight, standard time, of the night following the end of the term. The services of the University Health Service automatically terminate with the student's withdrawal from the University. For a list of the services afforded the student should consult the Summer Session Catalogue, pages 9 and 10.

Vaccination.—All students must be successfully vaccinated before entering the University. By successful vaccination is meant vaccination within five years, giving a positive reaction and leaving a scar. A certificate from a reputable physician, when approved by the Health Service, will satisfy this requirement. No charge is made for vaccination performed by the Health Service.

BOARD AND LODGING

Students not living with their parents are required to live in houses on the official list of student living accommodations, unless they obtain special per-

mission from the Dean of Men or the Dean of Women to live elsewhere. This regulation does not apply to married students or to graduate students.

Houses on the official list may not house persons who are not students except by special permission of the Dean of Men or the Dean of Women. Persons housed under such permissions, as well as guests in the house, are expected to conform to the regulations of the University affecting rooming-houses.

Houses on the official list, except those given over exclusively to the housing of married couples, may not accept both men and women as roomers. Exceptions to this regulation may be made only by special permission given in advance by the Dean of Men and the Dean of Women.

A student who has made a reservation and finds that he will arrive late should notify the house-mother or manager; otherwise the reservation will not be held after registration day.

A student who engages a room, or room and board, in a rooming-house which is meeting all the requirements of an approved house is expected to remain throughout the term.

Provisions for Men and Women

Boarding- and lodging-houses.—Lists of approved boarding- and lodging-houses, with prices, will be issued in April. For these lists, men should apply to the Dean of Men, and women to the Dean of Women.

University Cafeteria.—The University Cafeteria is located in the new Union Building, on the campus. Its purpose is to offer board to students and faculty (both men and women) at the lowest possible cost.

Special arrangements for meals.—Upon securing the permission of the Dean of Student Life, approved houses for men or approved houses for women may take both men and women students and faculty men and women for meals. Persons not students or faculty members are not to be taken for meals except by special permission given to the house-mother upon application to the Dean of Men or the Dean of Women.

Provisions for Men

Little Campus Dormitory.—Those desiring to reserve rooms in the Little Campus Dormitory should correspond with R. V. Shirley, Manager, University Station, Austin. Each application should be accompanied by a remittance of \$5, which will be retained, if a reservation is made, as a guarantee of fulfillment of contract and as a deposit to cover breakage or other liability. This deposit will be returned to the student at the end of his period of residence, less damage assessed against it. If no reservation is available, the remittance will be returned to the applicant. Reservations may be cancelled without forfeiture of deposit not later than May 15. Bed linen is furnished and laundered by the management. Double rooms rent for \$9 per person for one term, or \$16 per person for both terms of the Summer Session. A few single rooms are available at \$12 a term or \$22.50 for the Summer Session.

Brackenridge Hall.—A new fireproof dormitory for men is located just south of Gregory Gymnasium. There are a number of rooms with sleeping accommodations on porches. The dormitory furnishes and launders bed linen. The rent, per person, is \$13.35 for each term. All rooms accommodate two people. A person may occupy a room alone provided he pays double rent. A deposit of \$10.00 is required of each student to cover breakage and as a guarantee that he will occupy his room for one entire term. Address all inquiries to the Manager of Brackenridge Hall.

Provisions for Women

Social regulations to be observed by women students.—Quiet hours must be maintained after 8 P.M. on every night except Saturday and Sunday. Any absence after 11 P.M. must be by special arrangement with the house-mother.

Absences after 11 P.M., all-night absences, and week-end absences must be registered on blank forms provided by the office of the Dean of Women.

Parties may be attended only on Friday and Saturday evenings or the evening before a legal holiday. Exceptions to this rule must be by special arrangement with the Dean of Women. Unless the Social Calendar announces a formal dance, all parties close at midnight, and anyone returning later than 12:45 must have special permission from the house-mother. Formal dances close at 1 A.M. No absences after 1:45 A.M. are permitted.

Violations are referred to the Dean of Women.

Woman's Building.—The Woman's Building, on the campus, accommodating ninety-three women students, will be open during the summer of 1934. Bed linens and table linens are furnished and laundered by the dormitory. For information and reservation, address Mrs. Pearl Chadwell, University Station, Austin.

Littlefield Dormitory.—The Alice Littlefield Dormitory, one block from the campus, will be open during the Summer Session. Bed linen, table linen, and towels are furnished and laundered by the dormitory. For information and reservation, address Miss Martha C. Lockett, Littlefield Dormitory, Austin.

Grace Hall.—Grace Hall, three blocks north of the campus, will be open during the Summer Session. For information and reservation, address Mrs. Martha Cavin, Grace Hall, Austin.

Kirby Hall.—Kirby Hall, five blocks north of the campus, will be open during the Summer Session. For information and reservation, address Mrs. B. R. Beeler, Kirby Hall, Austin.

Newman Hall.—Newman Hall, across from the campus, will be open during the Summer Session. For information, address Director, Newman Hall.

Scottish Rite Dormitory.—Scottish Rite Dormitory, three blocks north of the campus, will also be open to Summer Session students for the first term. For information and reservation, address Mrs. J. E. Kauffman, Scottish Rite Dormitory, Austin.

EXPLANATION OF COURSES

Two types of courses are offered by the Social Service Institute. In addition to the courses in which the teacher will conduct the class lectures and discussions throughout the term, there are seminar courses in which a number of different persons, specialists in particular fields, will lecture and conduct forum discussions. However, each seminar will be under the chairmanship of one person who will serve to coördinate and integrate the material presented by the specialists into a unified and sequential whole. Each student must elect to take one seminar in addition to taking the required courses.

Supervised field work is required in connection with the social case work courses. Reports of field and other projects may be required in any or all of the courses.

All day Friday and Saturday morning of each week will be reserved for field work with Austin relief agencies.

ADMINISTRATIVE OFFICERS

- Harry Yandell Benedict, Ph.D., LL.D., *President.*
Hanson Tufts Parlin, Ph.D., *Dean of the College of Arts and Sciences.*
Edward Jackson Mathews, M.A., *Registrar; Assistant Dean of the College of Arts and Sciences.*
Ernest William Winkler, M.A., *Librarian.*
John William Calhoun, M.A., *Comptroller.*
Charles Herman Sparenberg, B.B.A., C.P.A., *Auditor.*
Victor Ivan Moore, M.A., *Dean of Student Life; Dean of Men.*
Ruby Rochelle Terrill, M.A., *Dean of Women.*
Joe Gilbert, M.D., *Director of the University Health Service.*
Caroline Crowell, B.A., B.S., M.D., *Physician for Women.*
Samuel Newton Key, M.D., *Eye, Ear, Nose, and Throat Specialist.*
Harry Leslie Klotz, B.A., M.D., *Physician for Men.*
Warner Ensign Gettys, Ph.D., *Professor of Sociology; Director of the Bureau of Research in the Social Sciences; Director of the Social Service Institute.*
Gaynell Hawkins, B.A., *Director of the Southwest Social Service Institute, Dallas; Assistant Director of the Social Service Institute.*
Marie Dresden, Ph.B., *Director, Texas Relief Commission; Consultant, Social Service Institute.*

TEACHING AND SUPERVISORY STAFF

- Ernest Sutherland Bates, Ph.D., *Literary Editor, Dictionary of American Biography; member reviewing staff Saturday Review of Literature; Lecturer on Philosophy, Rand School and New School for Social Research.*
Warner Ensign Gettys, Ph.D., *Professor of Sociology; Director of Bureau of Research in the Social Sciences; Director of Social Service Institute.*
Gaynell Hawkins, A.B., *Director of Southwest Social Service Institute, Dallas; Assistant Director of Social Service Institute.*
Louise McGuire, M.A., *Professor of Social Case Work, National Catholic School of Social Service.*
THOMAS H. MCKEE, *Director of Public Relations, Texas Relief Commission.*
Mrs. Val M. Keating, M.A., *Case Work Consultant, Texas Relief Commission.*
Ruth D. Kolling, B.S., *Case Work Supervisor, Travis County Relief Administration.*

LECTURERS

- Ruth A. Allen, Ph.D., *Adjunct Professor of Economics.*
Clarence E. Ayres, Ph.D., *Professor of Economics.*
William A. Barber, M.A., *Administrator, Cass County Relief Administration.*
E. A. Baugh, C.E., *Chief Engineer, Texas Relief Commission.*
Charles B. Braun, B.A., LL.B., *Assistant Director, Texas Relief Commission.*
Mary Bullard, A.B., *Supervisor, Dallas Transient Bureau.*
Roy Canon, M.A., *Supervisor, Austin Transient Bureau.*
J. C. Capt, *Administrator, Dallas County Relief Administration.*
George R. Donnell, C.P.A., *Chief Auditor, Texas Relief Commission.*
Marie Dresden, Ph.B., *Director, Texas Relief Commission.*
Edwin A. Elliott, Ph.D., *Professor of Economics, Texas Christian University; Labor Compliance Officer, N.R.A., Houston.*
O'Neil Ford, *Consulting Architect, Texas Relief Commission.*
Edward E. Hale, M.A., *Associate Professor of Economics; Labor Compliance Officer, N.R.A., Dallas.*

Mrs. Val M. Keating, M.A., *Case Work Consultant, Texas Relief Commission.*
David B. Klein, Ph.D., *Associate Professor of Psychology.*
Winthrop Lane, *Southwestern Field Representative, Federal Emergency Relief Administration.*
Charles S. McComb, LL.B., *Member Board of Directors, Texas Rural Communities, Inc.*
Robert H. Montgomery, Ph.D., *Professor of Economics.*
William B. Orr, M.A., *Assistant Director, Rural Rehabilitation, Texas Relief Commission.*
S. D. Ozer, Ph.D., *Economics Adviser, Texas Relief Commission.*
William J. Plunkert, A.B., *Director, Transient Activities, Federal Emergency Relief Administration.*
Louis S. Reed, Ph.D., *Professor of Economics.*
Elmer Scott, *Executive Secretary, Civic Federation of Dallas.*
Mrs. Helen S. Swanson, M.A., *Consultant Dietitian, Texas Relief Commission.*
Lawrence Westbrook, A.B., *Assistant Director, Federal Emergency Relief Administration.*

COURSES OF INSTRUCTION

01. Introduction to Social Case Work.—Approach to the individual and his social situation; discussion of case material to give the student a general introduction to the basic processes of social case work; to acquaint the student with the practical problems of technique and processes in a relief organization. This course is designed for students without supervised case work experience. Field work will be required as a part of this course and this active practice will be constantly drawn upon in class. Miss MCGUIRE.

02. Advanced Social Case Work.—This course assumes familiarity on the part of the students with the processes of social case work. Special attention will be given to case recording and analysis and to planning and carrying out social treatment. Some consideration will be given to the organization and administration of case work departments of county relief offices. Designed for students who have had some case work experience under supervision. Miss MCGUIRE.

03. Community Organization.—The problems and tasks confronting a social worker in establishing his service in the community. The integration of relief administration and service with the social forces of the community; the understanding of the social needs and resources of the community; and the techniques used by social workers in helping to meet community needs. Case records of community problems and community change will be used in the class discussions, as well as problems brought to the group by the students. This course is required of all students working for a certificate. Mr. GETTYS.

04. Social Philosophy.—A required course planned to give the student a working philosophy in terms of which he may orient himself and integrate his work. *The Crisis in American Culture* will be the specific subject for the series of discussions. A treatment of the Puritan heritage and its contemporary survivals will lead to a consideration of other forces which have produced our present culture. Mr. BATES.

05. Social Rehabilitation.—An elective seminar planned primarily to prepare the student to work in the Federal Government's rehabilitation program. Consideration will be given to the plight of stranded families and the plans

for their rehabilitation; rural rehabilitation; subsistence homesteads; rural communities; slum clearance and housing programs; barter and exchange and other coöperative undertakings. Mr. GETTYS, *Chairman*.

06. Migrant Families and Persons.—This seminar is designed to meet the needs of students who may have to work in the transient program or in those areas in which the problems of migratory and seasonal workers are particularly acute. Discussion will center around such subjects as migratory families, casual laborers, and the organization and administration of transient bureaus, camps, and programs. This is an elective course. Miss HAWKINS, *Chairman*.

07. Administration of Relief Agencies.—Designed for county relief administrators and approved students who may elect this seminar, the course is arranged to give intensive training in the set-up and administration of a county relief office. Emphasis will be placed on departmental organization and coördination; administrative details; accounting methods and practices; engineering and labor problems of administration; and the place and function of the case work department in the administrative organization. Mr. MCKEE, *Chairman*.

LECTURES

A series of six lectures, especially planned for the students of the Social Service Institute, and given by persons qualified to speak on their respective topics, will be offered. Students will be expected, but not required, to attend these lectures. The lectures will be open to students of the Summer Session of the University as well as to students of the Institute. The lecture subjects with the names of the speakers are as follows:

Unemployment—Causes and Proposed Remedies.

R. H. Montgomery, *Professor of Economics*.

Psychology in Social Work.

David B. Klein, *Associate Professor of Psychology*.

Family Budgets and Dietary Problems.

Helen S. Swanson, *Consultant Dietitian, Texas Relief Commission*.

Standards of Living.

Clarence E. Ayres, *Professor of Economics*.

Leisure-Time Problems.

Elmer Scott, *Director, Civic Federation of Dallas*.

Doctoring in Transition.

Louis S. Reed, *Professor of Economics*.

SCHEDULE OF COURSES

01. Introduction to Social Case Work, MWTh 7-8:30, J. B. 212.
02. Advanced Social Case Work, MTT 10-11:30, J. B. 212.
03. Community Organization, MTuW 2:30-3:30, G. H. 215.
04. Social Philosophy, MTT 8:30-10, J. B. 212.
05. Social Rehabilitation, TT 1-2:30, G. H. 215.
06. Migrant Families and Persons, W 10-11:30, J. B. 212.
07. Administration of Relief Agencies, TT 1-2:30, G. H. 213.

NOTE: The days of the week are indicated by their initial letters. *G. H.* means Garrison Hall; *J. B.*, the Journalism Building.