

November 27th., 1931.

Dear Sir,

We beg to draw to your attention the enclosed tentative Time Table. This has been formulated in accordance with the findings of the Principal's Time Table Committee of 1930-31, and is distinctly for the first year of the Faculty of Arts and Science. It is likewise the "skeleton" which is designed to serve the interests also of the Faculty of Engineering, and the Schools of Commerce, Graduate Nurses and Physical Education.

As will be seen, this proposed Time Table takes account of both lectures and laboratories but not of conferences or tutorials.

In this formulation complete data have been used showing the work of each lecturer and the available lecture-rooms, and the following points are drawn to your attention:-

- (1) Every option in the B.A. course is available with the possibility of such options being increased.
- (2) All compulsory requirements are met both for B.A. and B.Sc. students, with possibility of expansion.
- (3) More hours are available for sectional groupings, and there is no interference with divisions into sections of an advanced nature.

This letter with its accompanying Time Table is being sent to each member of the Principal's Standing Time Table Committee, the Head of each Department giving First Year instruction in this Faculty, the Directors of the Schools of Commerce, Physical Education and Graduate Nurses, and each Professor and Lecturer concerned.

The Committee would appreciate the co-operation of all who care to submit opinions or criticisms of this tentative time table as a basis for further discussion before the formulation of the final report. Comments or requests for further information should be sent in writing to the Chairman within a week of the receipt of this communication, if possible.

Professor C.H. Carruthers.  
" A.J. Kelly.  
" D.L. Thomson.  
" W.H. Hatcher, Chairman.

The Principal's Special Time Table Committee.