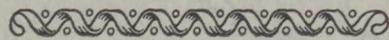


*Prof. Good Harper*

# The University of Chicago Press



5750 ELLIS AVENUE  
CHICAGO · ILLINOIS



May 7, 1924

Sir Arthur W. Currie  
McGill University  
Montreal, Canada

Dear Sir Arthur:

Thank you for your letter of April 23.  
It was no trouble to look up men for your School for  
Social Workers. I shall be glad to do anything of this  
kind for you at any time.

I had luncheon the other day with L.C.  
Marshall, the head of the Department of Political Economy  
here and the man who has had most to do with the progress  
of our School of Commerce. I was telling him about the  
excellent material in the student body in the School of  
Commerce at McGill and asked him if he knew of anybody  
whom I could recommend for the permanent directorship. He  
told me that he thought the best man would be Dr. McGibben,  
now Professor of Economics in the University of Alberta. He  
is a Canadian who took his Ph.D. in Chicago and Mr. Marshall  
knows him well. He has a very high opinion of his quality  
and believes that no mistake would be made in putting him  
in charge of your School of Commerce. You will remember  
that a year ago somebody recommended Dr. McGibben to us  
for this post. You would have some difficulty in getting  
him away from the University of Alberta. At any rate, I  
remember having a talk with Professor Torrey about him once  
and he gave me the impression that he regarded him as one of  
the most valuable men he had on his faculty. McGill, however,  
could afford to pay a good salary to a man in as important a  
position as the Director of the School of Commerce. I doubt  
whether the University has a better point of contact with  
the business men of Montreal than that furnished by the School.

With kind regards,

Sincerely yours,

*G. J. Laing*

GJLD

# Hamilton County Court of Common Pleas

DIVISION OF DOMESTIC RELATIONS  
CHARLES W. HOFFMAN, JUDGE

ALFRED C. CROUSE, CHIEF PROBATION OFFICER  
MISS MARY E. MCCHRISTIE, REFEREE, GIRLS' DIVISION  
S. W. FOGLE, ASSISTANT CHIEF PROBATION OFFICER  
MISS EUGENIA BRYANT,  
DEPARTMENT OF MOTHERS' PENSIONS AND DEPENDENCY

JUVENILE COURT AND MARITAL RELATIONS  
TELEPHONE CANAL 2200

CINCINNATI, February 16, 1925.

Sir Arthur W. Currie,  
Principal and Vice Chancellor  
McGill University,  
Montreal, Canada.

My dear Sir Arthur:

The consideration and hospitality with which I was favored during my stay in Montreal afforded me so delightful an experience that I cannot adequately express my appreciation.

McGill University is accomplishing much on the lines of social service and my observations convince me that it is due to your outstanding leadership. If I have contributed the least toward the achievement of your purpose I shall be highly compensated for the little effort so expended.

I feel greatly indebted to you, too, for the privilege of meeting you and members of the faculty and others at luncheon, and sharing in the reflections and opinions of those who represent the advance guard in education and progress.

I am,

Yours most cordially,

*Charles W. Hoffman*

7  
MCGILL UNIVERSITY  
MONTREAL.

FACULTY OF ARTS.  
OFFICE OF THE DEAN.

New York City  
August 14, 1922

Sir Arthur Currie  
McGill University  
Montreal, Canada

Dear Sir Arthur:

I will send the copy for the Announcement of the Department of Social Service to the Registrar's Office this week. It has been delayed by the fact that I have not been able to get from Starkey the information I want in regard to the Course on Public Health. He is in England and mail seems very slow.

When I received the revised proof of the Graduate Circular I found that the names of Ernest Brown and Dr. Perrin, whom I had placed in the list of Members, had been shifted to the list of Associates. As this did not look like a printer's error, I assumed that the change was made at your suggestion and so I have left them both in the latter list. That is where I really believe they belong.

I have put Barbour in the list of Members in accordance with your suggestion, but Starkey I have classified as an Associate.

I am mailing the proof to Miss Mudge today. Please make any changes that you think desirable.

Thank you for the copy of the Announcement of the Graduate School of the University of Toronto.

With kind regards,

Sincerely yours,

Gordon Luning

Sociology <sup>7</sup>/<sub>99</sub>

698 Sherbrooke St. N.

July 31st/22

Dear Sir Arthur

I am writing you as a result of the notice which appeared in Friday's 'Gazette' to the effect that the Law School would occupy the two top floors of the East Wing this year. If this is correct, may I ask what arrangements are being made for the Graduate School of Business and the Social Service students who have shared class room, clock room, reading room

up to the present.

I should also like to draw your attention to the fact that Miss Shaw has been badly cramped in a small and poorly lit office where she not only has her stenographic machines rented & prospecting students, but also carries on special classes & private interviews. - I trust that you will be able to bear in mind the interests of the School and its Director when planning the

rearrangement of the East-  
ing accommodation -

Is Mr Lawson going to  
be able to come over in Sep-  
tember? and if the pro-  
gram for the Social Science  
Dept is ready for circula-  
tion, might some notice  
of same be sent the news-  
papers? It is already very  
late for students to make

These plans.

As a citizen somewhat intimately associated with the establishment of both these departments and as an old Harvard University graduate as well as member of Corporation, I am sure you will welcome this expression of my continued interest and give me what information you are able to on the changes & provisions contemplated.

Cordially yours

Allen R. G. Reed.

7  
Secretary

August  
Fifth  
1922.

Miss Helen Reid,  
698 Sherbrooke Street West,  
Montreal.

Dear Miss Reid:

I beg to acknowledge receipt of your letter of July 31st, and shall be glad to answer any questions concerning the departments mentioned whenever it is convenient for you to call at my office at the University. I shall be here almost every forenoon during the vacation period.

Yours faithfully,

Principal.

GEORGE E. VINCENT, PRESIDENT  
EDWIN R. EMBREE, SECRETARY

JOHN D. ROCKEFELLER, JR.  
CHAIRMAN OF THE BOARD OF TRUSTEES

L. G. MYERS, TREASURER  
ROBERT H. KIRK, COMPTROLLER

THE ROCKEFELLER FOUNDATION  
61 BROADWAY, NEW YORK

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WICKLIFFE ROSE  
JULIUS ROSENWALD  
MARTIN A. RYERSON

FREDERICK STRAUSS  
GEORGE E. VINCENT  
WILLIAM ALLEN WHITE  
RAY LYMAN WILBUR

July 12, 1924

My dear Sir Arthur:

Your letter of July 7 with the invitation to dine with you and Lady Currie adds to the regret with which I was compelled to decline the invitation to give the lecture. I recall my visit last winter with the greatest satisfaction. Please give my greetings to Lady Currie, your daughter, and son, and believe me,

Very sincerely yours,

*George E. Vincent.*

Sir Arthur Currie  
McGill University  
Montreal, Canada

GEV:MC

July 7th, 1924.

Dr. George E. Vincent,  
President, The Rockefeller Foundation,  
61 Broadway,  
New York City.

My dear Dr. Vincent:-

The other day I signed a letter addressed to you in which I asked you to come to Montreal some time in January to open a series of lectures which is being arranged by the Department of Social Service of McGill University.

This Department is growing and every day playing a more important part in the solution of the social problems in Montreal. It would mean a great deal to us and to the public if you would consent to deliver the opening address.

I think my last letter asked you to dine with me the evening of the lecture. What I should have done, and in this request Lady Currie joins me, is to invite you to be our guest while you are in Montreal.

Yours faithfully,

Sir Arthur W. Currie  
G.C.W.S. N.C.S.  
Principal & Vice-Chancellor  
McGill University  
Montreal.

Dear Sir Arthur  
In reply to your  
letter of May 7<sup>th</sup> Madam  
de la Prairie of the  
Women's Canadian Club  
has asked me to advise  
you that the matter of  
which you speak will be  
taken up at the next

meeting of the Committee  
which however will not  
take place until the  
autumn as the Club is  
closed until Nov. 1st.

Yours truly,

Helen V. Mackenzie

Hon. Secretary

Mrs Philip Mackenzie

210 Milton St.

Montreal

May 18.

Montreal Women's Club

Sir Arthur Currie - G.C.M.G. K.C.B.  
Principal and Vice-Chancellor  
McGill University

Dear Sir -

In reply to your letter  
of the 12<sup>th</sup> of March - re -  
garding the scholarship  
given by the Montreal  
Women's Club - I am quite  
sure it will be continued  
year by year - but it  
cannot be stated officially

until after our Annual  
meeting on April 28<sup>th</sup> -  
when all monies are  
donated according to  
the will of the Club.

The secretary will notify  
the University and  
send cheque after that  
date should that be  
the desire of the Club.  
Providing this will be  
satisfactory -

Yours Truly  
Annie W. Lutz

President

Mar. 15 - 1926

Mrs. J. Holmes M = Lutz  
84 St. Famille St

Robert A. Willis  
580 St Catherine St. W  
President of Kiwanis

Mrs John Scott  
La Lauraine Apts.  
20 Hutchison St.

Pres. Montreal Women's  
Club.

Mrs. F. H. Sproule W. 0994  
5062 Sherbrooke St. W

Pres. <sup>Apt: 7</sup> Women's Club  
Dr. Thornto

President Rotary Club

April 14th, 1926.

Mrs. S. R. Mabon,  
Honorary Corresponding Secretary,  
Montreal Women's Club,  
409 Burnside Place,  
Montreal, P.Q.

My dear Madam:-

Permit me to thank you for the intimation contained in your letter of the 13th inst., that the Scholarship provided by you for our School for Social Workers known as the Montreal Women's Club Scholarship would be continued for a further period of two years. We appreciate very much the interest which your Club has taken in the University, and feel well assured that we may always depend upon your co-operation.

I know that I need not remind you that McGill was not only the first University in Canada to open its classes to women, but that here women have still exceptional opportunities. The Royal Victoria College is an educational and residential institution possessing its own charter; the McGill School of Physical Education is the only organization of its kind attached to a University in Canada, and no words of mine are needed to assure you that the education of women will always hold a most important place in our minds.

With renewed thanks, believe me

Yours faithfully,

Wilfrid Bovey.

*Principal*

# Montreal Women's Club

PRES: MRS. J. HOLMES MCINTYRE  
84 ST. FAMILLE ST.  
HON. TREAS.: MISS S. D. WALKER  
12 OVERDALE AVENUE  
HON. COR. SEC'Y: MRS. JAMES MABON  
409 BURNSIDE PLACE

409 BURNSIDE PLACE  
MONTREAL, QUE.

Montreal, April 13<sup>th</sup> 1926

Sir Arthur Currie, G. C. M. G., K. C. B.  
Principal & Vice-Chancellor  
McGill University  
Montreal.

Dear Sir:-

At a business meeting of the Montreal Women's Club, held yesterday afternoon, your letter, re the scholarship to the school for Social Workers known as "The Montreal Women's Club Scholarship" was considered.

I have been instructed to advise you, that on resolution by the Club, it was decided to continue the scholarship for the next two years.

I was, also, instructed, to convey to you, the earnest hope of the members of the Club, that in the near future, all the doors of McGill would be opened to women.

Yours sincerely

A. E. Mabon

Hon. Cor. Sec'y

Montreal Women's Club.

March 31st, 1926.

John Anderson, Esc.,  
President, Rotary Club of Montreal,  
Windsor Hotel,  
Montreal, Que.

Dear Mr. Anderson:-

Let me acknowledge with thanks your letter of yesterday giving us the welcome news that the Directors of the Rotary Club have decided to continue for a further two years the Montreal Rotary Club Scholarship.

Will you please convey to the Directors and to the members of the Club generally the sincere thanks of the Governors of McGill University and particularly the Department of Social Service for this generous action of the Club. I assure you that good use will be made of the Scholarship.

Yours faithfully,

Principal.



## ROTARY CLUB OF MONTREAL

WINDSOR HOTEL

Montreal, March 30th. 1926.

Sir Arthur W. Currie,  
Principal McGill University,  
Montreal, Que.

Dear Sir Arthur:--

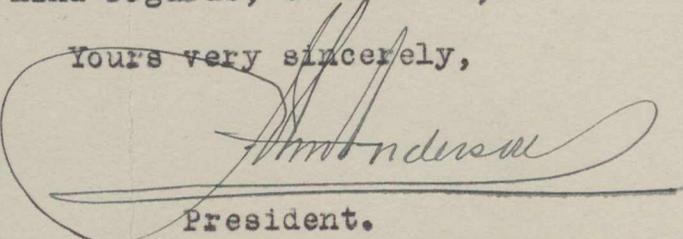
I am somewhat slow in acknowledging yours of the 12th inst., as I was unable to attend the meeting of Directors of the Rotary Club last week.

I brought your letter before the Board of Directors yesterday, and by an unanimous resolution we have decided to continue the Montreal Rotary Club Scholarship for a further two years by the payment of \$150.00 each year.

It is a great pleasure to us to learn that we have been able to render some assistance to such an intelligent and capable worker as Miss Mary Monk, and we shall be delighted if you are able to find some other desirable young woman to take the two year course, and follow in the footsteps of Miss Monk.

With kind regards, believe me,

Yours very sincerely,



President.

March 4th, 1926.

Mrs. Hazel J. Neilson,  
353 West Hill Avenue,  
Montreal.

Dear Mrs. Neilson:-

Thank you very much for your letter of March 2nd conveying the pleasing intelligence that the Notre Dame de Grace Women's Club have decided to again donate a two-year scholarship in the School for Social Workers at McGill University.

Will you please convey to the officers and members of your Club the sincere appreciation of the authorities at McGill of their continued interest in our School for Social Workers.

Yours faithfully,

Principal.

Officers 1925-26

President:

R. P. JELLETT

Vice-Presidents:

J. M. MACDONNELL  
JOSEPH DAoust

Hon. Secretary:

ROSS CLARKSON

Hon. Treasurer:

W. G. HANSON

Sec. Treasurer:

J. A. DE LALANNE



179 ST. JAMES STREET.

MONTREAL, 3rd December, 1925.

Sir Arthur W. Currie, G.C.M.G., K.C.B.,  
The Principal and Vice-Chancellor,  
McGill University,  
Montreal.

Re: SOCIAL SERVICE SCHOLARSHIPS

My dear Sir Arthur,

Referring to your letter to me of the 7th May last and my reply of the 9th idem, I regret to inform you that having placed this matter fully before the Executive Committee of The Canadian Club to-day, it was decided that although the Club heartily sympathized with your proposal, its precedents forbade it from contributing a scholarship as suggested.

Yours faithfully,

President.

To Prof. Dawson  
For your information  
and return please  
4/12/25. W. G. Currie

THE ROYAL TRUST COMPANY

EXECUTORS AND TRUSTEES

MONTREAL

OFFICE OF THE  
GENERAL MANAGER

Ninth  
May,  
1925.

Sir Arthur W. Currie, G.C.M.G., K.C.B.,  
The Principal and Vice-Chancellor,  
McGill University,  
Montreal.

Re: THE CANADIAN CLUB OF MONTREAL

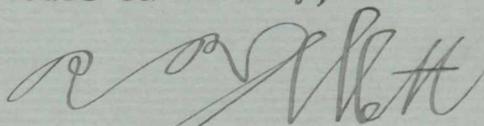
My dear Sir Arthur,

I have received your letter of the 7th instant, addressed to me as President of The Canadian Club of Montreal, and shall be glad to present it to the Committee of the Club at its next meeting which will probably not be until September as the Committee has called off until the Autumn.

I am sure that the Committee will heartily sympathize with the suggested encouragement of social workers through providing the means of training, but I fear that I cannot hold out much hope of a contribution from the Club as one of the chief points which has been impressed upon me by a number of my predecessors in office is that the Club's purposes are purely educational along patriotic lines and that it does not make contributions to any causes however worthy. The Club's contribution to the Cenotaph was a marked exception due to special circumstances and authorized by the members themselves at a meeting specially called for the purpose.

I will inform you of the decision of the Committee in due course.

Yours faithfully,



President,  
The Canadian Club of Montreal.

THE OUTREMONT AND NORTH END  
WOMEN'S CLUB

Sir Arthur Currie

MONTREAL April twentieth 1925

Principal and Vice-Chancellor,

McGill University,  
Montreal.

Dear Sir,

Your letter asking if the Outremont and North End Women's Club would contribute a scholarship in the Mc Gill School for Social Workers was read at a general meeting of the Club, April twentieth, and the members expressed much interest in the undertaking, but at present the Club is not in a position to offer a scholarship.

The Outremont and North End

THE OUTREMONT AND NORTH END  
WOMEN'S CLUB

MONTREAL.....192.....

Women's Club is but a young Club, of three years standing, and the Club funds are not very great. The Club has undertaken two new philanthropic ventures this year, and does not see its way clear to undertake anything further.

However, the members are much interested in Social Service work in this city and hope at some future time to be able to help materially some such plan.

Very truly,

Kathleen Wilder Norris.

Corres. Sec'y  
Pro. Temp.

Address:

Mrs. J. H. Norris

740 Pratt Ave.,

Outremont, Que.



President:  
MADAME ARTHUR LÉGER

Vice-Presidents:  
MRS. A. W. COCHRANE  
MRS. R. E. MACDOUGALL

Hon. Secretary:  
MRS. PHILIP MACKENZIE

Hon. Treasurer:  
MRS. H. P. WRIGHT, JR.

THE WOMEN'S CANADIAN CLUB  
348 SHERBROOKE STREET WEST  
REGISTERED CABLE ADDRESS  
"WOCANCLUB"

Committee:  
MISS ISABEL E. BRITAIN  
MISS KATHLEEN FISHER  
MADAME N. K. LAFLAMME  
MRS. J. M. MACDONNELL  
MRS. ROSS H. MCMASTER  
THE HON. MARGUERITE SHAUGHNESSY

Secretary-Treasurer:  
MISS G. M. IBBOTSON  
OFFICE HOURS: 9 TO 12:30  
(EXCEPT SATURDAY)  
TELEPHONE UPTOWN 0787

Dear Sir Arthur Currier  
Principal McGill University

Dear Sir

Madam Léger & the Committee  
of the Women's Canadian Club  
have asked me to write & express  
their regret of the fact that at a  
meeting of the Advisory Board the  
question of giving Scholarships for  
Social Service to the University of  
Montreal, & McGill University was  
discussed and refused as not  
being within the scope of the Club.

Yours Sincerely  
Helen V. MacKenzie

Hon. Secretary



## ROTARY CLUB OF MONTREAL

WINDSOR HOTEL

Montreal, June 6th. 1924.

General Sir Arthur Currie, G.C.M.G; K.C.B; L.L.D.  
McGill University, Montreal.

Dear Sir Arthur:-

At a recent meeting of the Board of the Rotary Club, it was unanimously resolved to assist McGill to establish one new chair of "Social Service". We were informed by Dean Thornton that the cost would be a capital sum of \$300.00-\$150.00 to be paid for the first year, and \$150.00 to be paid for the second year. We have very great pleasure indeed in enclosing our cheque to the order of McGill University, for the first \$150.00; and according to this resolution, we will have the honour to forward the second \$150.00 about this time next year.

We regret that we are not in a position to do more for old McGill, but the funds at our disposal are necessarily limited. We hope however, that this small gift will prove of service, and that you will be able to see that it is applied in the direction for which it was voted.

With very kind regards, believe me,

Yours faithfully,

A handwritten signature in cursive script, likely reading "Robert S. ...", written over a horizontal line.

Encl.

President.

June 7th, 1924.

Pemberton Smith, Esq.,  
President, Rotary Club of Montreal,  
Windsor Hotel,  
Montreal.

Dear Mr. Smith:-

It gives me great pleasure to acknowledge your letter of the 6th of June enclosing the first instalment of the subscription of the Rotary Club of Montreal to provide a scholarship in the School for Social Workers at McGill University.

I assure you that your gift is very much appreciated and that it is a further great pleasure to realize the interest of your Club in our school.

With all good wishes, I am,

Yours faithfully,

Principal.

March 6th, 1925.

Andrew C. Cordner, Esq.,  
President, Kiwanis Club of Montreal,  
8 St. Monique Street,  
Montreal.

Dear Mr. Cordner:-

About a year ago the members of the Kiwanis Club were good enough to consider our request for a scholarship for the McGill School of Social Workers. At that time your Community Fund was entirely depleted. I am writing you again in the hope that your Club may be in a position to consider the granting of a scholarship for this year.

My letter of April 17th, 1924, sets forth in detail the reasons for granting such a scholarship. The value of the scholarship would be \$150.00 a year, tenable for two years. This amount would cover the fees and leave a small margin for other expenses.

There are always students who look forward to serving their community in social work, who are capable and promising, but who are not in a position financially to spend two years in preparation for such work. It is felt that a small scholarship will have the effect of attracting the right sort of person to a more extended course.

Trusting to hear favourably from you, I am,

Yours faithfully,

Principal.

May 23rd, 1924.

Mrs. E. T. Sampson,  
628 Davaar Avenue,  
Outremont, Que.

Dear Mrs. Sampson:-

I beg to acknowledge your letter of May 10th regarding the Scholarship given by the Montreal Women's Club.

I note your request regarding the eligibility of applicants, and the scholarship will be granted under the conditions desired by your Club.

Yours faithfully,

Principal.

Montreal Women's Club

628 Dawson Ave,

but resonant,

May 10<sup>th</sup>

Dear Sir Arthur,

In reply to your letter  
of May 3<sup>rd</sup> the Board of Manage-  
ment of the Montreal Women's  
Club instruct me in replying  
thereto to inform you, that  
They defer making any  
immediate decision as to

the awarding of the scholarship  
in the event of no candidate  
forth coming from this  
province.

They were further of the  
opinion that this would be  
a very remote contingency.

Yours sincerely,  
(ms<sup>ET</sup>) Horah Sampson.  
Hon. Secy.

To

Sir Arthur W. Currie  
Principal  
McGill University.

June 4th, 1924.

J.H.T. Falk, Esq.,  
Executive Secretary,  
Montreal Council of Social Agencies,  
Blumenthal Building,  
Montreal.

Dear Mr. Falk:-

In answer to your letter of May 23rd I wish to thank the Board of Directors and the Executive Committee of the Financial Federation for their careful consideration of the scholarship which the McGill School for Social Workers asked from the Financial Federation.

May I suggest that the Executive Committee consider granting these scholarships for October 1st, 1925. This seems more advisable than attempting an arrangement for January 1st, 1925. It is far better that the student begin work at the opening of the school year.

Hoping that the proposed scholarship may become a reality for 1925, I am,

Yours faithfully,

Principal.

Dr. C. A. Dawson

Copy

May 23rd 1924.

Sir Arthur Currie,  
McGill University,  
Montreal.

Dear Sir Arthur,

I should have written to you some days ago advising you of the decision of the Executive Committee of the Board of Directors of Federation in regard to School of Social work scholarships.

The decision was unanimous in regard to the outright scholarship of type #1, it being felt that the subscribing public was not educated up to the point of giving through the Federated drive for scholarship purposes.

I am sure you will realise that many of our subscribers feel that all our money should go to buy food, clothing and shelter.

The decision in regard to workers in Training scholarships was also adverse. The Budget Committee recommended the granting of some of these scholarships but the Executive Committee did not see their way to do it this year. You will understand that the Budget for the current year was made up last Fall and to start such scholarships on October 1st would involve an extra appropriation from this years budget. Some extra appropriations have already been given that were considered to be essential but the reserve funds now are too low for them to feel safe in granting this extra appropriation.

Sir Arthur Currie (2)

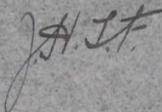
The Executive Committee ~~are~~<sup>is</sup> quite willing to consider including some of these scholarships in the 1925 budget as for the year commencing January 1st 1925. If by any chance Dr. Dawson feels ~~the~~<sup>an</sup> arrangement could be made by which workers in training could be given instruction at McGill during the second term of the Session, then the budget might be arranged to cover the workers in training scholarships from the beginning of the year. If Dr. Dawson feels that they would have the start at the beginning of the session, then the budgets would be arranged on the basis of scholarships commencing October 1st 1925.

I would be grateful if you or Dr. Dawson would advise me at an early a date as possible as to whether you wish the Executive Committee to consider making an appropriation through the Budget Committee for these scholarships as from Jan 1st. or as from October 1st 1925.

May I conclude by saying that I do most heartily thank you and the School for Social Workers Committee and the Board of Governors at McGill for the very generous appropriations you have given to the Department to enable the school for Socialworkers to develop as it has done.

I am convinced that Miss Reid's appointment will prove ~~a~~<sup>+</sup> very real value to the Community, and have far reaching effects in years to come.

Yours sincerely,



Secretary.

JHTF/DED

April 28th, 1924.

Mrs. F. H. Sproule,  
5062 Sherbrooke St. West,  
Montreal.

Dear Mrs. Sproule:-

Let me on behalf of the University and myself thank you warmly for the assurance that the Notre Dame de Grace Women's Club would donate a scholarship for Social Service Workers.

I have had some conversation over the telephone with Mrs. Latham who asked me if the scholarship could be restricted to applicants from that part of our city served by your Club. There could be no objection to such a restriction, but if no applicants came forward from the Notre Dame de Grace district, I would hope that the Club would make it generally available. I am quite sure the benefit derived from your help to some worthy and promising student will repay the community many times over.

With all good wishes, I am,

Yours faithfully,

Principal.

May 12th, 1924.

Miss Hazel J. Neilson,  
353 West Hill Avenue,  
Montreal.

Dear Madam:-

Permit me to express the thanks of the University for the generous action of The Notre Dame de Grace Women's Club in undertaking to provide a scholarship of \$150.00 per annum for two years, to be known as The Notre Dame de Grace Women's Club Scholarship, in our School for Social Workers.

I note your stipulation that this scholarship is to be given, if possible, to a resident of Notre Dame de Grace and this will be included in the conditions of award.

Your gift is very welcome not only for itself, but as an evidence of the interest of your Club in our School for Social Workers,- an interest which I hope will long continue.

Yours faithfully,

Principal.

MRS. F. H. SPROULE, PRESIDENT  
5599 SHERBROOKE ST. WEST  
MRS. W. P. PERRY, HON. TREASURER  
444 OXFORD AVE.

The Notre Dame de Grace  
Women's Club

INCORPORATED

MRS. C. W. PATTERSON, HON. CORR. SEC'Y  
627 WILSON AVE.

MRS. S. LEBOURVEAU, HON. REC. SEC'Y  
212 MARCIL AVE.

MONTREAL, May 7<sup>th</sup> 1924.

ack

Sir Arthur Currie G.C.M.G. K.C.B.  
Principal and Vice-Chancellor,  
McGill University.

Dear Sir,

In reference to your letter of April 28<sup>th</sup> regarding the donation of the scholarship for Social Service Workers; the following resolution was passed at the business meeting of the Club:—

"It is resolved that the Notre Dame de Grace Women's Club vote the sum of \$150, one hundred and fifty dollars a year, for two years, to be used to support a Scholarship in the School for Social Workers of McGill University; to give to a resident of Notre Dame de Grace, who conforms to the regulations set up by the University; or failing an applicant from this community, to any other who shall be selected by the Committee of the University; and that this scholarship be <sup>known</sup> as 'The Notre Dame de Grace Scholarship'; and that this amount

MRS. F. H. SPROULE, PRESIDENT  
5599 SHERBROOKE ST. WEST  
MRS. W. P. PERRY, HON-TREASURER  
444 OXFORD AVE.

The Notre Dame de Grace  
Women's Club

INCORPORATED

MRS. C. W. PATTERSON, HON. CORR. SEC'Y  
627 WILSON AVE.  
MRS. S. LEBOURVEAU, HON. REC. SEC'Y  
212 MARCIL AVE.

MONTREAL.

so voted be considered as part of the allowance to the Social Service Committee of the Club."

Trusting that this may meet with the approval of the corporation of Mr. Gill.

Yours Faithfully

Hazel J. Neilson  
Ass't Corr. Sec'y.

353 West Hill Ave.

# Montreal Women's Club

PRES.: MRS. JOHN SCOTT  
LA TOURAINE APTS.  
20 HUTCHISON ST.

HON. TREAS.: MRS. ED. ROBERTS,  
386 PRUDHOMME AVE.

HON. COR. SEC'Y.: MRS. E. T. SAMPSON,  
678 DAVAR AVE., OUTREMONT.

Montreal, April 29<sup>th</sup> 1924.

General Sir A. W. Currie,  
Principal,  
McGill University.

Dear Sir

I have pleasure in informing you that at the meeting of the above Club held April 28<sup>th</sup> 1924, in reply to your request, it was decided to contribute a scholarship each year of \$150<sup>00</sup> to be known as "The Montreal Women's Club Scholarship".

Further that as the scholarship is to be given in the McGill School for Social Workers, the members of the club stipulate that it should be awarded to a woman resident of the Province of Quebec.

Sincerely yours

(Mrs E.T.)

Nordh. Mary Sampson,  
Hon. Cor. Secy

May 3rd, 1924.

Mrs. E. T. Sampson,  
628 Davaar Avenue,  
Outremont, Que.

Dear Mrs. Sampson:-

Permit me to express the thanks of the University for the generous action of the Montreal Women's Club in undertaking to provide a scholarship of \$150.00 per annum, to be known as the Montreal Women's Club Scholarship, in our School for Social Workers.

I note your stipulation that this scholarship is to be awarded to a woman resident of the Province of Quebec and this will be included in the conditions of award. I trust, however, that if no candidate offers from the Province of Quebec you will leave the scholarship open.

Your gift is very welcome not only for itself, but as an evidence of the interest of your Club in our School for Social Workers,- an interest which I hope will long continue.

Yours faithfully,

Principal.

April 16th, 1924.

Dr. A. W. Thornton,  
President, Montreal Rotary Club,  
Montreal.

Dear Dr. Thornton:-

It is not necessary to remind Rotarians of the spirit of service that is manifest in many forms in our community. The sense of obligation towards the unfortunate and especially towards the prevention of misfortune has been steadily expressing itself. We see it in the number of agencies, their co-operation and in their methods of finance. Thus social work has come to be an accepted community responsibility.

Its progress, however, depends in a great measure upon the education and training of those who do this social work. To avoid inefficiency and waste requires the continuous recruiting to social work of those who have knowledge, vision and skill. McGill has shewn its sense of educational responsibility in this field by developing a school for social workers. Many of its graduates are actively engaged in social work in Montreal. It desires to render a still more adequate educational service by lengthening the period of preparation of many of its students from one year to two years, and by attracting to such a two year course the most promising persons.

To accomplish this the Committee under whose management the McGill School for Social Workers operates at a recent meeting deemed it advisable to secure a small number of scholarships. For

a student just graduating from college it is often impossible to make a further outlay for education. Many others also who are not college graduates but who would make a success in social work feel that they cannot afford an extended period of training for a profession in which the salaries are low. Consequently, it is felt that a moderately small scholarship will have the desired effect of attracting the right sort of person to a more extended course.

Knowing the genuine interest which the Montreal Rotary Club takes in the welfare activities of the city I appeal with confidence to it to become directly identified with the educational preparation of welfare workers. The method by which this can be done is for the Rotary Club to contribute a scholarship each year, to be known as the Montreal Rotary Club Scholarship. The value of the scholarship would be \$150. and would be tenable for two years. Such an amount would cover the fees and leave a margin of \$75.00 for other expenses. The applicants would have to be acceptable to the following committee as to references, financial need, previous education and experience:-

James S. Brierley, Esq.,  
Rev. Dr. D. J. Fraser,  
Rev. Dr. Oswald Howard,  
Dr. Stephen Leacock,  
Dr. Helen R.Y. Reid,  
Dr. Ira A. Mackay,  
Rev. Dr. Richard Roberts,  
Dr. C. A. Dawson,  
Principal of McGill, Chairman.

Perhaps I should point out that if you set aside \$150.00 a year for this purpose it will mean that every second year a new holder of the

Dr. A. W. Thornton - 3 -

scholarship would be appointed. If you should decide to award a scholarship each year it means that after the first year it would be necessary to set aside the sum of \$300.00 per annum.

Such a scholarship would, in my judgment, aid greatly in raising the standard of social work in this community and open a career of service to some who would not otherwise be able to prepare themselves for such work.

I hope the Montreal Rotary Club may find it possible to assist in the manner above described and thus add to its long list of splendid services.

With all good wishes, I remain,

Yours faithfully,

Principal.

ROBERT A. WILLIS,  
PRESIDENT,  
580 ST. CATHERINE ST. WEST

CLARENCE THOMSON,  
HON. TREASURER,  
9 ST. GENEVIEVE ST.

CHAS. H. RUSSELL,  
HON. SECRETARY,  
ROOM 2 WINDSOR HOTEL

ROGER B. HAYES,  
DISTRICT TRUSTEE,  
2195 MASSON ST.



# KIWANIS CLUB of MONTREAL

MONTREAL, P.Q. May 1st, 1924.

Sir Arthur Currie,  
McGill University,  
Montreal, Que.

Dear Sir Arthur:-

Your letter of recent date to our President, Robt. A. Willis, has been referred to our Social Service Committee for consideration regarding a Kiwanis Scholarship and reply will be given you as soon as their report is received.

Yours sincerely,

*Chas. H. Russell*  
Hon. Secretary.

ROBERT A. WILLIS,  
PRESIDENT,  
580 ST. CATHERINE ST. WEST

CLARENCE THOMSON,  
HON. TREASURER,  
9 ST. GENEVIEVE ST.

CHAS. H. RUSSELL,  
HON. SECRETARY,  
ROOM 2 WINDSOR HOTEL

ROGER B. HAYES,  
DISTRICT TRUSTEE,  
2195 MASSON ST.



# KIWANIS CLUB of MONTREAL

MONTREAL, P.Q. May 27th, 1924.

Sir Arthur W. Currie, G.C.M.G., K.C.B.,  
The Principal and Vice-Chancellor,  
McGill University,  
Montreal, Que.

Dear Sir Arthur:-

Your letter of April 17th to our President, Robt. A. Willis, regarding a Kiwanis Scholarship in the McGill School for Social Workers, has been given very careful consideration by our Executive and they regret that it is impossible to comply with your suggestion this year as our Community Fund is entirely depleted, having been used, or set aside, for work for the under-privileged child now under-way, such as the "Hut" for tubercular children at the Children's Memorial Hospital.

Yours very truly,

*Chas. H. Russell*  
Hon. Secretary.

*Thanks*

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V 0 2, - 5 - 5 V 61  
5, 5 - 5 2.*

May 5th, 1924.

Mrs. F. H. Sproule,  
5062 Sherbrooke Street West,  
Montreal.

My dear Mrs. Sproule:-

Thank you for your letter  
of April 29th.

In spite of any troublesome  
delays I am quite sure the Notre Dame de Grace  
Women's Club will help our Social Service De-  
partment. I am counting on you.

With kindest wishes,

Yours faithfully,

MRS. F. H. SPROULE, PRESIDENT  
5599 SHERBROOKE ST. WEST  
MRS. W. P. PERRY, HON-TREASURER  
444 OXFORD AVE.  
MRS. C. D. CORNELL, HON.-CORR. SEC'Y  
253 HINGSTON AVE.

# The Notre Dame de Grace Women's Club

MRS. R. A. BARKER, 1ST VICE-PRESIDENT  
304 OXFORD AVE.  
MRS. R. M. ANNIS, 2ND VICE-PRESIDENT  
211 HARVARD AVE.  
MRS. H. D. JOYCE, HON. REC. SECRETARY  
262 HAMPTON AVE.

MONTREAL April 29/27

Gen. S. Lubus Curie G. C. M. G. - K. C. B.  
Principal of McGill University.

Dear General, -

The Gazette (Wednesday) was wrong in reporting our Club, as leaving the matter of the Scholarship for Social Workers, to the new Executive. On the contrary, the proposal met with the unanimous approval of the Club, and only a technicality of the Constitution, which prohibits the voting of a sum exceeding twenty-five dollars without a notice of motion, hindered the immediate acceptance of your kind offer. However a special meeting will be called (the notice of motion having been given) and in a few weeks we shall have the honor of doing our bit for McGill.

With my most grateful appreciation of your kind letter and best wishes for Lady Curie. Yours most sincerely Dorothy Sproule.



INCORPORATED

Gen Sir Arthur Currie G. C. M. G. K. C. B.  
Principal of McGill University.

Dear General,

I replying to your letter of to-day, I may say, I am delighted with your idea, that our Club should donate a Scholarship for Social Service workers. I am pleased that you have given us this opportunity to contribute to such a worthy object, in connection with your splendid University. I am sure our women will vote unanimously for it, when your letter is read at our meeting next Tuesday. It will indeed, be an honor for our young Club, to be connected, even slightly, with such an altruistic and altogether worth while project and we thank you for giving us the opportunity.



INCORPORATED

Dear Sir Arthur, I have made  
several attempts to write you a  
line of sympathy since the death  
of your dear mother, but words seem  
so inadequate. You and Lady  
Currie were so kind to me, in my  
own bereavement, that I feel I must  
say my thoughts and prayers are  
with you in your irreparable  
loss.

Yours gratefully and sincerely,  
Dorothy Sproule.

FINANCIAL FEDERATION  
OF THE  
MONTREAL COUNCIL OF SOCIAL AGENCIES

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XX

EXECUTIVE SECRETARY: J. HOWARD T. FALK  
ROOM 707, 207 ST. CATHERINE W.  
PHONE PLATEAU 0848  
ASSIST. SECRETARY: J. PEMBROKE  
FINANCIAL DEPT.: ROOM 401, 207 ST. CATHERINE W.  
PHONE PLATEAU 5395

MONTREAL, P.Q. April 17th 1924.

Sir Arthur Currie,  
Principal of McGill University,  
Montreal.

Dear Sir Arthur,

I have to acknowledge the receipt of your favour of the 15th inst, in reference to scholarships from the Federation to the School for Social Workers. May I at the outset say that the Budget Committee at its meeting on the 15th inst were unanimous as to the necessity for scholarships for the development of the School.

The whole question was referred to a sub-committee for report, as the request involves a principle which has not as yet been under discussion. May I add that your second suggestion with regard to the scholarships for workers in training is entirely in keeping with my own personal views and the views of many of the Agencies in Federation and if an appropriation could not be made from Federation for this purpose an appropriation might be made to the Agencies direct for workers in training which would accomplish the same purpose. In due course I will advise you as to their final action in regard to same. If for any reason you desire a decision at an earlier date I would be glad to be advised of this.

Yours very truly,

*J. Howard Falk*

Secretary.

April' 21st, 1924.

J. Howard T. Falk, Esq.,  
Secretary, Financial Federation,  
207 St. Catherine Street West,  
Montreal.

Dear Mr. Falk:-

I beg to acknowledge and to  
thank you for your letter of April 17th with  
reference to scholarships for our School of Social  
Workers.

I shall be glad to hear from  
you in due course as to the decision of the  
Financial Federation.

Yours faithfully,

Principal.

*Scholarships*

April 15th, 1924.

J. Howard T. Falk, Esq.,  
Executive Secretary,  
Financial Federation,  
207 St. Catherine Street West,  
Montreal.

My dear Mr. Falk:-

Since 1918 McGill University has felt its obligation towards the community in the matter of social education and training. Since that time the School for Social Workers has been gradually developing in order to fit its graduates for the practical task of social work; and many of those graduates are actively engaged in social work in Montreal. McGill wishes to serve Montreal still more adequately by helping to raise the educational standards in the field of social work.

At a recent meeting of the Committee of Management, it was deemed advisable to seek a small number of scholarships. Such scholarships would help to attract students just graduating from College and promising persons who are not college graduates, to an extended period of training for social work. I think that many who are otherwise well qualified often feel that they cannot afford a two year period of professional training, because the salaries of social workers are comparatively low.

The Financial Federation has already done much for social work by instituting business-like methods of financing and I believe that it can directly aid the educational side of this work by contributing to the McGill School for

Social Workers two types of scholarships:

We would suggest, first, two scholarships of \$150.00 each per annum, tenable for two years, to be known as Financial Federation Scholarships. This sum would leave about \$75.00 per annum after the fees had been paid, - a sum which would help to carry a student over the two year period. I earnestly hope that the Financial Federation may not only institute these scholarships but may grant two each year. This would mean that after the first year four students would be holding them at the same time. Such scholarships would only be granted to students taking the two year course.

Secondly, I suggest a group of scholarships for workers in training. These scholarships would take the form of \$50.00 per month budget allowance (during the college year of eight months), to enable students from the School, or workers in an agency, to spend half their time in the School and half their time in the agency thus budgeted. I suggest two such "workers in training" scholarships on the budget of the Family Welfare; one for the Children's Bureau; one for the Women's Directory; one for the Society of Protection for Women and Children; and one for the Mental Hygiene Committee. These students may come from the School, but must be acceptable to the agency; or they may come from the agency but must be acceptable to the School. This "worker in training" arrangement would be for either one or two year students. It is hoped that this may be put into effect, as an experiment, for the year 1924-25, and if the experiment works well, will become a permanent feature in the budgets mentioned.

J. Howard T. Falk, Esq. - 3 -

Conditions of Award: These two types of scholarships would be awarded to those who qualify by their references, ability, financial need, previous education and experience. It would be necessary for these candidates to be acceptable to the Committee of Management, which consists of the following:

Mr. James S. Brierley,  
Dr. C.A. Dawson,  
Dr. D. J. Fraser,  
Dr. Oswald Howard,  
Dr. Stephen Leacock,  
Dr. Helen R. Y. Reid,  
Dr. Richard Roberts,  
Dr. Ira A. Mackay,  
Principal of McGill, Chairman.

I believe that these scholarships would greatly aid in developing capable social workers and would make for splendid social returns in the community. I believe that it would be sound policy for the Financial Federation to give this stimulus to education and training, because in the long run the financing of social work will be the more readily assured when that work itself is of a high calibre.

Hoping that the Financial Federation will see its way to granting these two groups of scholarships, I am,

Yours faithfully,

Principal.

April 23rd, 1924.

Dr. Gordon Laing,  
University of Chicago Press,  
5750 Ellis Avenue,  
Chicago, Ill.

My dear Dean Laing:-

Let me, in the first place, thank you very much for all the trouble which you have taken in endeavouring to secure us a man from Chicago for our School for Social Workers. It is very pleasant to feel that we can still depend upon your interest in McGill.

After giving the matter full consideration I feel that we can not very well start off an assistant in this School at a salary of \$3,500. I am sure you quite understand how much would be involved and that there might very easily be difficulty in refusing like requests from other departments. I have, therefore, told Dr. Dawson to try and get directly in touch with the Social Service Departments of two or three different universities and endeavour to secure a younger man, possibly one just graduated and unmarried, who would be willing to come for a lower figure and grow up with the Department.

I am afraid that you will think we have put you to a great deal of trouble for nothing but I am sure that you will appreciate the situation and will forgive us. I do not know what the result of Dawson's inquiries is likely to be, but I feel that it should be possible to obtain the sort of young

Dr. Gordon Laing , - 2 -

man whom we are looking for.

Thanking you again for your  
kindness, and with all good wishes, I am,

Yours faithfully,

Principal.

7.  
April  
Twenty-fifth  
1922.

Miss Helen R.Y. Reid,  
698, Sherbrooke Street West,  
Montreal.

Dear Miss Reid:-

The Principal has asked me to  
acknowledge receipt of your letter of the 22nd  
of April.

He has called a meeting of the  
Social Service Department for Friday afternoon  
next at 3 o'clock, when the matter contained in  
your letter will come up for discussion.

Yours faithfully,

Principal's Secretary.

698 Sherbrooke St.  
Montreal.

April 15th, 1922.

Memorandum from Helen R.Y. Reid, B.A., LL.D. submitted to  
the members of the Committee of Management of the Social  
Service Department, April 15th, 1922.

---

Sir Arthur Currie,  
Principal,  
McGill University

Dear Sir Arthur:

I beg to submit the following memorandum for  
your consideration:

The recommendations of the Special Committee  
appointed by the Principal to make recommendations  
regarding Sociology and Social Service err, in my  
opinion, on the side of considering the question from  
the point of view of the Faculty of Arts to the exclusion  
of the consideration of the community's need for trained //  
social workers.

While there is good reason to encourage the  
enrichment of the program of the Faculty of Arts, there  
would seem to be no justification for doing so at the  
expense of social work. In these days of strained and  
rapid social adjustment in industry, commerce and society  
generally, it would surely be a retrograde step to abolish  
the training school which was established ~~in order~~ to pro-  
vide social workers and citizens with an all-round  
theoretical and practical training in order that they  
might participate in the organization and development  
of social agencies and community activities and guide  
these in the best way for community service.

The Department of Social Service was started in no precipitate fashion, but only after much more serious consideration of our community's needs than has apparently been given by the Principal's Committee who make these recommendations. It is surely a backward and costly policy to "scrap" the vision and experience of such men as Sir William Peterson who had the benefit of living in Montreal many years before he undertook the steps necessary to inaugurate the Department; such action, it seems to me, would only give evidence of admission of failure on the part of the University to fulfil its undertaking in this respect.

Universities all over the world have definitely recognized their opportunities and responsibilities for the specialized equipment of men and women for the public and voluntary social service of the nation, and this recognition has always involved the establishment of training courses for workers which provide for field and laboratory work of a practical kind as well as lectures and discussion, and which offer certificates and diplomas to the students on the satisfactory completion of their courses....In Great Britain such certificate courses are increasing in numbers and importance in spite of the temporary adjustments necessitated by reason of industrial depression following the war. A group of 13 Universities at the request of the British Government have formed a Joint University Council for the promotion of social work and the further standardization and improvement of the training courses. I have the programs of nearly all these training schools which are associated respectively with the Universities named on the attached list, and I am in fairly regular communication with all the Secretaries and with the Secretary of the Joint University Council....Universities in the United States are opening their doors more and more frequently to social workers in need of training, and from time to time, are taking over independent schools which have responded to the social need in advance of the recognition of this need by the Universities. ( see attached list ). An example of this trend in University life is the University of Chicago which has recently adopted as part of the University body the former School of Civics and Philanthropy where I had the privilege of lecturing twice in 1917..... Even in Canada increasing recognition is being given to the need for trained social workers, Western University, of London, Ontario, having just taken the first steps towards providing some training under University auspices. ( see attached list ).

The professional Welfare Workers of Great Britain already number more than 700. They have organized a "Welfare Workers' Institute" and have a monthly publication. Their work is endorsed and supplemented by the work of the "Industrial Welfare Society" which, under the Presidency of H.R.H. The Duke of York, K.G., attempts to focus and develop social welfare activities. In the United States, several thousands of social workers are now organizing an association, and Canadian workers, both individually and in organized groups, have been invited to join this association. They have declined and are at the moment organizing on a national basis in Canada in the belief and hope, which they have been encouraged to foster, that the Universities of Canada will afford them safe and generous channels for the study, practice and standardization of their work.

In view of the foregoing and of the Sub-Committee's recommendations now in your hands, the following questions suggest themselves: can they be answered ?

1. Is McGill going to be content to drop out of the world group of Universities which give training to social workers, and by so doing admit her incapacity or her unwillingness to give this training ?
2. Is she going to count as failure the short test made during the most depressing period of economic life in our country over against the prospect of service during a future that is already brightening ?
3. Is McGill going to be content to have our big City turn to Toronto University and to the United States for its trained Executives in social work, who come handicapped by their lack of knowledge of local conditions and who leave the City after a short time because of the slow development of social work and the scarcity of trained social workers ?
4. Is McGill going to be content to forfeit the interest and the trust which has been inspired among our social workers since the Department was established, and which has been encouraged and stimulated within the past two months by announcements in public and in private by the Principal "that it is not the intention of the Board of Governors to discontinue such a course " ?

-2-

AS a graduate of the University and as a practical social worker who is perhaps more familiar with the social needs of Montreal than most of the members of the Committee, I cannot but view with apprehension the marked omission from the recommendations submitted of any provision for the training of social workers as such. Not only will there be an alienation of sympathy and influence on the part of many citizens, graduates and social workers, but McGill will be losing one of the finest opportunities of bridging the gulf between town and gown and of fulfilling a definite and important service to the community if these recommendations are not modified to cover our needs as indicated in this memorandum.

In the hope that you will endorse such a modification,

I am,

Yours faithfully,

*Allen R. Reid*

HRYR/

Great Britain: Universities of

Belfast  
Birmingham  
Bristol  
Edinburgh  
Glasgow  
Leeds  
Liverpool  
London  
Manchester  
Oxford

Wales: University of: Aberystwyth College  
University College of South Wales

University of Aberdeen, Scotland, has a course open only to B.A. Graduates.

Universities in U.S.A. and Canada.

Harvard, Dept of Social Ethics.  
Simmons College School of Social Work, Boston.  
( four-year programme for undergraduates leads to degree of B.Sc., 4th year is given entirely to technical training; this fourth year programme is offered as a One Year Certificate Course to those seeking professional training in social work and includes: a. Class instruction  
b. Practice or field work.

Bryn Mawr.  
Columbia University.  
Smith College.  
University of Pittsburg, with degree.  
Chicago University.  
Ohio State University, 4 year course and degree.  
Minnesota, 4 year course with degree.  
Richmond, Va. affiliated with College of Wm. and Mary and gives A.B. or B.S. degree. ( School of Social Work)  
Carnegie Institute of Technology, 4 year course and degree

University of Toronto; Western University, London, Ont.  
University of Manitoba.

No. 4

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:  
SIR WILLIAM PETERSON, CHAIRMAN.  
DR. F. D. ADAMS  
W. M. BIRKS, ESQ.  
DR. WILLIAM CALDWELL  
PROF. J. A. DALE

DIRECTOR: J. HOWARD T. FALK  
OFFICE: ARTS BUILDING, TEL. UPTOWN 5920

January, 1919.

A Plan for Social Training at McGill  
University to commence 1919/20.

McGill University has this year established a Department of Social Service for the purpose of training social workers.

For reasons, which need not be detailed, nothing has been attempted this year beyond a few extension courses, and I have been left free to develop plans for subsequent years.

Previous to my arrival here, my own experience had been very limited and entirely in the field of practical administrative work in Manitoba, so that I came with an unbiassed mind with ten years experience in administering case work agencies, which required me to make many appointments and make my selection from applicants whose natural qualifications seemed greatest and who seemed likely to learn case work methods and principles quickly in the course of their work.

After six months of contemplation, consultation and discussion, I feel prepared to submit for criticism to you and others, who know so much better than I do what can and should be done, a plan which seems suitable to our needs and resources.

Leading up to the plan, I am going to enunciate certain principles as I see them:

1. Just as you do not expect the Elementary School Teacher to have attained the same degree of education as the University Professor, so you should not require of the Social Case-worker the same degree of education as you feel is necessary for the social worker who expects to graduate from the ranks of the case-worker to the position of an executive officer, a path finder in social progress. Case-workers represent probably 75 to 90 per cent of all social workers for whom training is necessary excepting institutional attendants.
2. Training may make a social worker efficient but will never make him effective, i.e., there are certain natural qualifications, without which a social worker will be ineffective; tact, poise, presence, sympathy, tempered by sound judgment and "that something", call it "religion" if you like which must draw or "call" the person into social work.
3. The average man or woman at twenty-five has not lived long

enough to know definitely whether he or she has a genuine "call to social work.

4. The average woman or man under thirty starts handicapped for case work with families by reason of age (a side-light - the prefix "Mrs." compensates much for youth and is an asset at any time in establishing confidence.)
5. The best sources of material for case-workers are the Public School Teaching Staff, young widows and women in business offices between thirty and thirty-five years of age.

If my premises are correct, then I submit the following argument. There should be three distinct types of training offered:-

1. To the young man or woman who, feeling the call early, takes a University degree as did Carolina Woerishoffer for example, with social work definitely in view - graduating in Arts and emphasizing Political Economy - Philosophy and Biology; to such there should be offered a fifth year (if mature in other ways) in field work and Applied Sociology. If not mature, or perhaps in any case, they should be advised to teach for three or four years in public schools or do other work before taking their Diploma in Applied Sociology.
2. To the case-worker type pure and simple there should be offered a year's certificate course in the elements of Political Economy, Philosophy and Biology; together with Applied Sociology and field work.
3. To the volunteer - Members of Boards of Trustees and case-worker volunteers - Extension Courses should be offered.

What are we to offer the many people engaged in social work who have had no University education and no special training for social work? Some of them undoubtedly would be better employed elsewhere, others have all the natural qualifications but lack the general and special education. I have in mind, as I write, a woman many years in social work who, asked as to the presence of feeble-minded children in her institution, replied "yes, we have had some but they have "grown out of it!" Many of them would be incapable of absorbing even Elementary lectures in Economics, Philosophy, et cetera. I shall refer to these classes as A., B. and C. in the following paragraphs:-

- A. The graduate student seeking a diploma in social work.
- B. The student seeking a case-worker's certificate.
  1. Giving whole time
  2. Giving part time.
- C. The person already engaged in social work without having a broad general or special education.

For all three classes I suggest a year's work in Applied Sociology consisting of five hours lecture per week (see schedule A.); for A. and B. and for as many of C. as could find time this should be supplemented by Field Work of two kinds:

- A. visits to typical organization.
- B. Actual service in a

chosen field, i.e., family rehabilitation, recreation, juvenile probation, hospital social service.

For A and B.1. There should be a seminar period under direction, in connection with each Applied Sociology subject, perhaps two or three hours a week would cover this.

For B.1 and B.2 there must be five hours a week of Lectures in the Elements of Economics, Philosophy, et cetera (see schedule B) and if possible two or three hours of seminar work should be arranged in connection with these lectures

For A. the field work should be increased and elementary research work and a written thesis required.

To summarize:

- |                                 |                          |
|---------------------------------|--------------------------|
| A. students would have weekly   | 5 hours lectures         |
|                                 | 3 hours seminar          |
| about                           | 7 hours field work       |
| plus reading and research work. |                          |
| B-1 would have weekly           | 10 hours lectures        |
|                                 | 6 hours seminar          |
|                                 | 7 hours field work       |
| plus reading                    |                          |
| B-2 would have weekly           | 10 hours lectures        |
|                                 | 7 hours field work       |
| plus reading                    |                          |
| C. would have weekly            | 5 hours lectures         |
|                                 | field work when possible |
| plus reading                    |                          |

Schedule "A"

1. The Treatment of Poverty - 25 Lectures.  
Modern Relief Problems - Types of Dependents - Inter-relation of causes - Technique of case work, types of agencies.
2. Child Welfare Problems - 25 Lectures.  
The child and the family - education - recreation - vocational direction - dependent children - neglected children - defective children - children's institutions and agencies.
3. Community Development - 12 Lectures.  
Social centres - Playgrounds - settlements - the church and the community.
4. The Social Aspects of Disease - 12 Lectures.  
Hospitals - Convalescent Homes - Visiting Nurses - Medical Social Service - What every case-worker should know of disease.

5. Statistics, Research and Surveys - 12 Lectures.

Annual and monthly report statistics, methods of statistical analysis, the use of statistics for research - Government Statistics, the method of a survey.

6. Business Principles in Social Work - 12 Lectures.

Precis writing - use of card indexes - advertising - publicity - Finance and Financial Appeals - The Board of Trustees and their Secretary - Office management.

7. Laws affecting Social Workers - 12 Lectures.

Dominion Criminal Code - Provincial and Municipal Laws - Vagrancy - Prostitution and Vice - Wife and child desertion - Marriage - Divorce and Bigamy - etc., etc.

8. Crime and Delinquency - 12 Lectures.

History of Penal Reform - Probation - Indeterminate sentences - Penitentiaries - Provincial Goals - Lock-ups - Correction Prisons - Reformatories for Women - The Payment of Prisoners - Prison Manufactures for state use - The Clearing House Prison.

Schedule "B"

1. The Economic Theory of Social Reform - 25 Lectures.

2. Industrial and Social History of Modern Times - 25 Lectures.

3. <sup>and Principles of Social Philosophy</sup> Applied Ethics and Social Psychology - 25 Lectures.

4. Principles of Biology - 25 Lectures.

5. Comparative Municipal Government - 12 Lectures.

6. Public Hygiene - 12 Lectures.

I do not claim that my scheme, as outlined, offers any opportunity for training specialists, the resources of the community are as yet inadequate; but so far as it goes I claim that it can be thorough and comprehensive.

With sincere apologies for troubling you, but knowing that you will realize the value to us of your criticism of this plan.

Believe me,

Yours sincerely,

JHTF-RG.

Director.

7

University of Bristol.



Testamur in Social Study

1921—22.

University of Bristol

UNIVERSITY OF BRISTOL

### NOTE.

Candidates for degrees or other University distinctions are recommended to familiarise themselves with the ordinances and regulations of the University applying to the degrees or distinctions they seek, and to make sure that in each academic year of their curriculum they are fulfilling the conditions, of attendance and so forth, prescribed therein as necessary for the award of such degrees or distinctions.

In the event of a candidate being prevented by illness or other unavoidable cause from fully complying with the prescribed conditions, the facts should be at once notified, for purpose of record, to the University Registrar. Should his inability be due to medical causes, a medical certificate of the facts should be appended.

## UNIVERSITY OF BRISTOL.

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### TESTAMUR IN SOCIAL STUDY.

THE University's classes in Social Study are designed for the instruction of men and women who may be seeking appointments connected with municipal or national administration, or who desire to take part in the work of Friendly or Co-operative Societies, or to prepare themselves for service as members of bodies charged with the duties of Local Government. They are equally intended for the benefit of clergymen and ministers, as well as of laymen who take part in social work in connection with religious organisations.

The importance of such training is obviously enhanced at the present time, the war having modified social relations so largely and brought so many fresh problems to the front.

## REGULATIONS.

*The following are the regulations in force for the Testamur in Social Study :—*

1. Senate is authorised to confer a testamur in Social Study subject to anything hereinafter contained.

2. The curriculum for a testamur in Social Study shall include two consecutive parts, to be called respectively the first part and the second part, each of which parts shall extend over not less than one year, and shall be completed by an examination to be called respectively the first and the second examination.

3. The first part shall include attendance on lectures as follows :—

- Twenty on economic theory.
- Fifteen on social economics.
- Twenty on psychology and ethics.
- Twelve on public health.
- Twenty on social and economic history.
- Six on local government.
- Six on education.

The first part shall also include practical work, viz. :—

Personal visits to workhouses, cottage homes, schools, hospitals, factories, workshops, children's police courts and labour exchanges, of each of which visits the candidate shall submit a short report.

Work upon an approved plan in a school, in a club or in a guild, and the visiting necessarily connected therewith. The practical study of improvements in houses.

The candidate, if not previously acquainted with the ordinary routine of office work connected with organised inquiry and relief, shall familiarise himself with it as far as concerns the conduct and conservation of correspondence, the making of indexes and the use of forms.

The above practical work shall be conducted under the provision of a Committee appointed by Senate for the purpose, which Committee shall report to the Board of Examiners as to the nature and quality of the work done by each candidate.

4. The first examination shall include the inspection of the candidate's reports submitted as above prescribed and a personal examination, both written and oral, of the candidate in the subjects of the lectures he has attended, and of the practical work he has done as above prescribed.

5. The second part shall include—

The original investigation of some subject of social or economic significance, a statement of his results being submitted by the candidate.

Attendance on not less than ten lectures in economics of a more advanced character than those included in the first part.

Attendance on such lectures of a specialised character as the University may provide to assist the candidate in his investigation.

6. The second examination shall comprise the inspection of the candidate's statement submitted as above prescribed, and an oral examination of the candidate upon the subjects of the lectures he has attended as above prescribed.

7. A candidate who has completed both parts to the satisfaction of the examiners shall be awarded a *testamur* in Social Study.

8. The Registrar may give to any person who has completed the first part only a report in the following form:—

“ This report is to state that.....has entered upon a two years' curriculum prescribed for the *Testamur* in Social Study and that he has pursued the studies prescribed for the first of the two years and has passed the first year's examinations in theory and practice.”

#### THE TEACHING STAFF.

*The following Professors, Lecturers and Teachers of the University will conduct the teaching approved for the Testamur in Social Study during 1921-22:—*

Professor C. D. BROAD, M.A., D.Litt., *Professor of Philosophy.*

Professor GEORGE H. LEONARD, M.A., *Henry Overton Wills Professor of Modern History.*

Professor HELEN M. WODEHOUSE, M.A., D.Phil., *Professor of Education.*

D. S. DAVIES, M.D., LL.D., D.P.H., *Medical Officer of Health for the City and Port of Bristol, Lecturer in Public Health.*

H. PHILLIPS, B.A., *Lecturer in Economics.*

MISS HILDA CASHMORE, M.A., *Recognised Teacher in Local Government.*

#### COURSES.

*The following courses have been approved for the first part of the curriculum (regulation 3) for the year 1921-22 :—*

ECONOMIC THEORY. Twenty lectures; by the Lecturer in Economics; during the session.

SOCIAL ECONOMICS. Fifteen lectures; by the Lecturer in Economics.

Industrial organisation, monetary problems, taxation, the cost of government.

PSYCHOLOGY AND ETHICS. Twenty lectures; by the Professor of Philosophy. Times to be announced.

PUBLIC HEALTH. Twelve lectures; by the Lecturer in Public Health. Times to be announced.

SOCIAL AND ECONOMIC HISTORY. Twenty lectures; by the Professor of Modern History; during the Autumn and Spring terms.

EDUCATION. Six lectures; by the Professor of Education.

LOCAL GOVERNMENT. Six lectures; by the Recognised Teacher in Local Government.

*The following course has been approved for the second part of the curriculum :—*

ADVANCED ECONOMICS. Ten lectures; by the Lecturer in Economics.

Other courses by arrangement.

## FEES.

The fees for those taking the Testamur curriculum, which include both lectures and examinations, are:—

For the first year .. ..	nine guineas.
For the second year .. ..	five and a half guineas.
Registration fee.. .. .	thirty shillings.

The fees for those who wish to attend separate courses of lectures are 10/6 per hour per week per term, with the exception of the fees for Saturday morning lectures, which are 5/- per hour per week per term.

Further information may be obtained from the Registrar of the University, to whom all fees should be paid.

## EXAMINATIONS.

The examinations for the Testamur in 1922 will commence on June 7th.

All entries for this examination must be received by the Registrar on or before May 8th.

## PRACTICAL WORK.

*The following voluntary arrangements exist for the direction of the practical work required by regulation 3:—*

Miss Hilda Cashmore, M.A., Warden of the "University Settlement," Barton Hill, Bristol, undertakes to direct work which will include some of the following subjects:—

(i.) *Visits of observation.* Some twelve of these visits will take place; their purview will include:—

- Employment bureaux.
- Poor Law institutions.
- Police courts.
- Factories and workshops.
- Educational institutions.
- Hospitals and dispensaries, both general and special.
- Public health works.
- Homes for the feeble-minded.
- Clubs and centres of recreation.
- Voluntary institutions for social and religious work.
- Experiments in housing and town planning.

(ii.) *Office Work and Relief Work.*

Business methods in social work.  
 Correspondence and indexing.  
 The keeping of simple accounts.  
 The use of case papers.  
 How to use existing agencies.  
 Principles of decision.

(iii.) *Educational and Recreational Work.* This includes attendance for two terms in some recognised class or club and the necessary work and study in connection with its organisation.

(iv.) *Voluntary Work in connection with Civic Agencies, e.g.* Visiting in connection with the Juvenile Advisory Committees, and for the Care Committee of the Education Committee; work in connection with the open-air school.

(v.) *Mothers' School and Infant Welfare Work.*

(vi.) *Industrial Welfare Work.*

(vii.) *Play Centre Organisation under the Board of Education.*

Application for any of the above facilities should be made directly to Miss Hilda Cashmore (at the Settlement), from whom further particulars may be obtained.

The following Prospectuses, &c., will be forwarded free on application to the Registrar :—

Faculty of Arts.

„ Science.

„ Medicine.

„ „ (Dental Surgery).

„ Engineering.

Department of Education (Men).

„ „ „ (Women).

Evening Classes.

Extension Lectures.

Regulations for Matriculation.

„ „ the First School Certificate Examination.

„ „ „ Higher School Certificate Examination.

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The School Certificate Examination Papers 1/- per set, post free.

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# GLASGOW SCHOOL OF SOCIAL STUDY AND TRAINING

(Under the Auspices of the University)

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*SYLLABUS* 1921-22

## BOARD OF SOCIAL STUDY

- The Right Hon. the LORD PROVOST, *ex officio*.  
Principal Sir DONALD MACALISTER, K.C.B., M.D.  
Professor LATTA, D.Phil., The University, *Chairman*.  
Professor SCOTT, D.Phil., F.B.A.,     "  
Mr. ROBERT A. DUFF, D.Phil.,         "  
Miss MELVILLE, B.D., Mistress of Queen Margaret College.  
Miss MARY A. SNODGRASS, Queen Margaret College Settlement  
Association.  
Miss MAUDE G. MAY, M.A., Queen Margaret College Settlement  
Association.  
Rev. Professor MORTON, Chairman, Charity Organisation Society.  
Mrs. KIRKPATRICK,                     "     "     "  
Mr. WILLIAM GLEN, Secretary,         "     "     "  
Mrs. T. PAISLEY, National Council of Women (Glasgow Branch).  
Rev. D. A. CAMERON REID, D.D., Scottish Christian Social  
Union.  
Mr. WILLIAM BOYD, B.Sc., D.Phil., University Students'  
Settlement.  
Dr. A. K. CHALMERS, Department of Public Health.  
Mrs. LAIRD, Glasgow Education Authority.  
Mr. JAMES CUNNINGHAM, Glasgow Parish Council.  
Mr. WILLIAM TWADDLE, Scottish Council for Women's Trades.  
Miss J. D. LATTO, L.L.A., F.E.I.S., Educational Institute of  
Scotland.  
Miss McNEILL, Welfare Workers Institute (Scottish Branch).  
Mr. THOMAS CAMPBELL, Scottish Society of Welfare Super-  
visors (Men).  
Sir D. M. STEVENSON, Bart.  
Sir JOHN MANN, K.B.E.  
Professor J. H. JONES, M.A., Co-opted Member.  
Mr. J. CUNNISON, M.A., *Director of Studies*.  
Miss A. F. BANKS, M.A., Warden, Queen Margaret Settlement,  
77 Port St., *Tutor in Practical Work*.  
Miss HELEN STORY, 30 Lilybank Gardens, *Hon. Sec. and Treas.*

THE main object of the Glasgow School of Social Study and Training is to provide opportunities of training for social and administrative work. Experience in past years has shown the Board of Social Study how widespread is the demand on the part of workers for knowledge of scientific methods of dealing with social and economic questions. At the same time the need for paid and unpaid workers is daily increasing ; and it is of the utmost importance that their training should be adequate, and their outlook as wide as possible.

But although the main object of the School is to provide training for social work, its appeal is of the widest character, and it is hoped that all interested in problems of citizenship will avail themselves of the opportunities provided by it. To this end each of the tutorial courses has been made as complete as is possible under the circumstances, and is open to the public.

The School thus attempts to meet the needs of four main classes of students.

1. Those preparing for social work in the future, who are able to devote all their time to the work of the School. Such students, at Queen Margaret Settlement and elsewhere, together with those administrative workers in institutions which co-operate with the School, are strongly recommended to prepare for an " endorsed Diploma."

2. Those who are already engaged in social, administrative, or other work during the day (*e.g.* government, trade union, and friendly society officials, professional men, clergymen, etc.), but who desire the social training provided by the School, with the idea of rendering more efficient service, either in their own callings or as voluntary workers. Such students will take the ordinary Diploma Course.

3. Those who do not desire the full Diploma Course, but who may be specially interested in one or more of the tutorial courses. A trade union official, for example, may wish to attend the course on the organisation of labour. While it is extremely desirable that the full Diploma Course be taken, those who cannot pursue it may enrol as students in one or more of the tutorial courses.

4. Finally, by means of special conferences and courses of public lectures, the general public are given the opportunity of listening to expert treatment of the social questions of the day. Such lectures will also be found useful by those who have already undertaken the full training for the Diploma.

The general course of the School should prove suitable to the requirements of those in training for Factory Welfare Work, and those who are already engaged in it; also for those who wish to train for Health Visitors' and Child Welfare Work. Such students are recommended to take the full course of study for the Diploma, specialising in the Second Year.

**ORDINARY DIPLOMA.**—The ordinary Diploma Course will extend over two years, the sessions being co-terminous with the University sessions, consisting of two terms of ten weeks each and one term of five weeks. Students entering for the Diploma Course must be not less than twenty-one years of age, but in exceptional circumstances this rule may be relaxed by the Board of Studies. Students must satisfy the Board as to their general education. A certain amount of practical work will be required as illustrative of the theory. This will be fixed by the Chairman and the Director of Studies and the Tutor in practical work, according to the previous experience of the student. Examinations will be held at the end of each year, and these with all records of theoretical and practical work done will be taken into account in awarding the Diploma. The Diploma will be awarded after examination at the end of the second year.

**ENDORSED DIPLOMA AND PRACTICAL WORK.**—Opportunity is provided by Queen Margaret Settlement and the Charity Organisation Society for those who wish to take a full course of practical training in social work under qualified supervision. Students who obtain the Certificates granted by the Charity Organisation Society, or satisfy the requirements of the Queen Margaret Settlement Association, and have qualified for the ordinary Diploma of the School, will be entitled to an endorsed Diploma. Such Diploma will be the ordinary Diploma of the School, upon which has been added a statement of the character of the practical training undertaken. Such endorsed Diploma carries with it a guarantee that the student has made a careful study of certain social problems in their practical aspects, and of the application of general principles to methods of administrative social work.

Officials of other societies or public institutions (such as the Poor Law Department, the Employment Exchange, and

others) which co-operate with the School for the purposes of endorsement, may, under certain conditions, obtain an endorsed Diploma without the special practical work required of other students. Further information may be obtained on application to the Director of Studies.

Students holding the ordinary Diploma may enter for an endorsed Diploma at any time, without further examination in theory.

Training includes home-visiting; investigating (1) individual cases requiring assistance; (2) social and industrial conditions; the use of case-papers, index-cards, etc., thrift agencies; functions of the Local Authorities; club work; nursery school work; visits to institutions; keeping records, minutes and accounts, etc. Information as to training, etc., may be obtained from Miss HELEN STORY, Hon. Sec.

Tutorial lectures will be given during the Session by the Warden of Queen Margaret Settlement on Methods of Social Work.

FEES.—For the two years' course of lectures - - -	£9 0 0
(Payable to the Director of Studies in instalments of 30s. at the beginning of each term).	
For Practical Training for the Ordinary Diploma -	£3 0 0
Full Settlement Training for the Endorsed Diploma	£5 0 0
(Payable to the Settlement).	
Diploma Fee - - - - -	£1 1 0

The fee for a single course of ten lectures is 10s. Conferences and public lectures are open to the public without fee.

A Union of Students of the Glasgow School of Social Study has recently been formed, with the object of furthering the study of social conditions, and developing the work of the School by means of investigation, discussion, and fellowship. Regular meetings will be held, and membership is open to all enrolled students and lecturers, past and present.

NOTE.—*It would greatly facilitate arrangements if intending students would fill in the form to be found on the last page and forward it to Mr. J. Cunnison, at the University, as soon as possible.*

## DIPLOMA COURSE

Tutorial Courses will be given in the following subjects :

1. THE POLITICAL AND SOCIAL HISTORY OF THE  
NINETEENTH CENTURY - - - - (20 Lectures)
2. ECONOMIC AND SOCIAL ORGANISATION - - (30 ,, )
3. ECONOMIC THEORY - - - - - (30 ,, )
4. REGULATION OF INDUSTRIAL CONDITIONS - (20 ,, )
5. POLITICAL PHILOSOPHY - - - - - (20 ,, )
6. SOCIAL PSYCHOLOGY - - - - - (20 ,, )
7. THE SOCIAL ORDER - - - - - (20 ,, )
8. OPTIONAL SUBJECT - - - - - (20 ,, )

The tutorial classes will be held at the University.

### STAFF OF TUTORS.

- Miss A. F. BANKS, M.A., Warden, Queen Margaret Settlement,  
*Tutor in Practical Work.*
- A. BROWNING, M.A., Lecturer in History, University of  
Glasgow.
- J. CUNNISON, M.A., Lecturer in Social Economics, University  
of Glasgow.
- R. A. DUFF, D.Phil., Lecturer in Political Philosophy, Uni-  
versity of Glasgow.
- A. MACBEATH, M.A., Lecturer in Philosophy, University of  
Glasgow.
- A. K. WHITE, M.A., Lecturer in Philosophy, University of  
Glasgow.

## PUBLIC LECTURES

## INAUGURAL LECTURE

*Friday, 14th October, at 8.30 p.m.*

WILLIAM GRAHAM, M.A., LL.B.,

Member of Parliament for Central Edinburgh.

“WAGES, WITH REFERENCE TO SCIENTIFIC  
MANAGEMENT.”

A Course of Public Lectures will be given in the Autumn Term, beginning on Friday, 21st October.

“The Rights of Man.”

J. C. SMITH, M.A., Inspector of Training Colleges.

“Reconstruction—A Retrospect.”

J. F. REES, M.A., University of Edinburgh.

“A New Development in Industry.”

Miss E. D. NEWCOMB, Hon. Sec. Welfare Workers' Institute.

“Trade Union Policy and Industrial Action.”

A. N. SHIMMIN, M.A., University of Leeds.

“Industrial Trusts and Monopolies in relation to the problem of Wages.”

Mrs. STOCKS, B.Sc., Oxford.

“Christian Ethics and the Social System.”

H. G. WOOD, M.A., Woodbrooke Settlement, Birmingham.

“The International Industrial and Financial Situation.”

Professor J. H. JONES, University of Leeds.

“Labour's Magna Charta.”

Rev. A. CHISHOLM, M.A., London.

*These Lectures are open to the Public, and will be held in the History Class Room, at the University.*

## DIPLOMA COURSE

## TIME TABLE

**First Year**

*Autumn Term, 10 weeks (beginning Friday, 14th October, 1921).*

Monday	7.30.	Social Psychology.	MR. A. K. WHITE.
	8.30.	Economic and Social Organisation.	MR. J. CUNNISON.
Friday	7.30.	Regulation of Industrial Conditions.	MR. J. CUNNISON.
	8.30.	Public Lectures.	

*Spring Term, 10 weeks (beginning Friday, 6th January, 1922).*

Monday	7.30.	Economic and Social Organisation.	MR. J. CUNNISON.
	8.30.	Political and Social History.	MR. A. BROWNING.
Friday	7.30.	Social Psychology.	MR. A. K. WHITE.
	8.30.	Regulation of Industrial Conditions.	MR. J. CUNNISON.

*Summer Term, 5 weeks (beginning Monday, 17th April, 1922).*

Monday	}	7.30.	Political and Social History.	MR. A. BROWNING.
and				
Friday	}	8.30.	Economic and Social Organisation.	MR. J. CUNNISON.

## DIPLOMA COURSE

## TIME TABLE

## Second Year

*Autumn Term, 10 weeks (beginning Friday, 14th October,  
1921).*

Monday	7.30.	Economic Theory.	MR. J. CUNNISON.
	8.30.	Political Philosophy.	DR. DUFF.
Friday	7.30.	The Social Order.	MR. A. MACBEATH.
	8.30.	Public Lectures.	

*Spring Term, 10 weeks (beginning Friday, 6th January,  
1922).*

Monday	7.30.	Political Philosophy.	DR. DUFF.
	8.30.	Optional Subject.*	
Friday	7.30.	Economic Theory.	MR. J. CUNNISON.
	8.30.	The Social Order.	MR. A. MACBEATH.

*Summer Term, 5 weeks (beginning Monday, 17th April,  
1922).*

Monday	}	7.30.	Economic Theory.	MR. J. CUNNISON.
and				
Friday	}	8.30.	Optional Subject.	

\* The Optional Subject may be taken from the following list: 1. Women in Industry; 2. Hygiene; 3. Social Institutions at Work; 4. Principles of Relief; 5. Housing and Rating; 6. Local Government and Administration; 7. Municipal Enterprise; 8. Public Finance and Administration; 9. Christian Ethics and the Social Order. In addition to the Optional Course taken as part of the Full Diploma Course, if a sufficient number of students or if the public express a desire for a further course on any one of the above subjects, a special class will be formed and will meet at an hour to be arranged later.

## TEXT BOOKS, ETC.

Students are recommended to read Townsend Warner : Landmarks of English Industrial History, before attending the Diploma Course. During the course FIRST YEAR students will be required to read Macdougall's Social Psychology ; J. H. Jones' Social Economics ; M'Gregor's Evolution of Industry ; Rees' Social and Industrial History of England, 1815-1918 ; Perris' Industrial History of Modern England.

SECOND YEAR students will be required to read Mill's Essay on Liberty and Representative Government ; Wallas' Great Society ; Price's Political Economy in England ; Clay's Economics for the General Reader.

The following books are recommended for reference :

- Jenks : History of Politics.
- MacCunn : Six Radical Thinkers.
- Slater : The Making of Modern England.
- Webb : Trade Unionism.
- Hammond : Village Labourer.
- Hammond : Town Labourer.
- Hammond : Skilled Labourer.
- Marshall : Principles of Economics.
- Marshall : Industry and Trade.
- Beveridge : Unemployment.
- Ritchie : Natural Rights.
- Plato : The Republic.
- Wallas : Life of Place.
- Dunlop : Farm Labourer.
- Howell : The Chartist Movement.
- Trevelyan : Life of Bright.
- Toynbee : The Industrial Revolution.
- Smart : Distribution of Income.
- Webb : Industrial Democracy.
- Levy : Monopolies and Trusts.

Name, \_\_\_\_\_

Address, \_\_\_\_\_

Occupation, \_\_\_\_\_

Previous education, \_\_\_\_\_

Proposed Course (whether Ordinary Diploma, Endorsed Diploma,  
or special classes) :

\_\_\_\_\_  
\_\_\_\_\_

Days and hours free for practical work, \_\_\_\_\_

\_\_\_\_\_

Any practical social work done in the past or being done now.  
Where and when ?

\_\_\_\_\_  
\_\_\_\_\_

THE UNIVERSITY OF CHICAGO

THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF CHEMISTRY  
5408 SOUTH DICKENS STREET  
CHICAGO, ILLINOIS 60637

PROFESSOR [Name]  
[Address]  
[City, State, Zip]

Dear Professor [Name]:

I am writing to you regarding [Topic].

I have [Action] [Topic].

I am [Action] [Topic].

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# GLASGOW SCHOOL OF SOCIAL STUDY AND TRAINING

(Under the Auspices of the University)

## REPORT OF WORK, 1920-1921

[NOTE.—The Course of study qualifying for the Diploma was instituted in 1912. It extends over two years, including theory and practice. The Ordinary Diploma is awarded to those who can only give a part of their time and do a certain amount of practical work, the Endorsed Diploma to those who give their whole time, and take a course of training for some special branch of public or social service.]

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### 1920-21. FIRST YEAR.

Twenty-six students attended courses of lectures.

### SECOND YEAR.

Eleven students attended lectures, all entering for the Diploma. Nine passed the examination, six being awarded the Ordinary and three the Endorsed Diploma. Of these two took their practical training at Queen Margaret Settlement, and one under the Employment Exchange. One continued training to qualify as a Hospital Almoner.

# SCHOOL OF SOCIAL STUDY AND TRAINING

*Statement of Receipts and Expenditure for the Year ended 30th September, 1921*

	RECEIPTS.	EXPENDITURE.
Balance in Bank at 1st October, 1920:		
On Current Account	£158 5 5	Lecturers' Fees and Salaries - £561 12 0
On Deposit Receipt	214 0 9	Travelling Expenses - 35 5 11
Students' Fees	£68 10 6	Advertising - 18 16 7
Diploma Fees	9 9 0	Printing and Stationery - 26 4 1
Donations and Subscriptions	93 8 0	Postages - 12 7 1
Grant from Corporation	10 0 0	Service - 11 0 0
Grant from Carnegie University Trust	250 0 0	Fee to Joint Council - 2 2 0
Interest on Deposit		Joint Council Reports - 1 6 0
Receipt - £11 18 3		Fee to National Council of Social Service - 1 1 0
Less Interest on Overdraft - 0 1 3		Miscellaneous - 0 9 2
	11 17 0	£670 3 10
	443 4 6	Balance in Bank:
	£815 10 8	On Deposit Receipt - 80 0 0
		On Current Account - 65 6 10
		£815 10 8

GLASGOW, 29th November, 1921.—Examined and found correct.

C. D. GAIRDNER, C.A.,  
*Auditor*

## SUBSCRIPTION LIST

### DONATIONS

The Educational Institute of Scotland—Glasgow		
Branch - - - - -	£5	5 0
The Carnegie Trust for Universities of Scotland -	250	0 0
The Corporation of Glasgow - - - - -	10	0 0
William Twaddle, Esq. (Fee Fund) - - - - -	2	2 0
	£267	7 0

### ANNUAL SUBSCRIPTIONS

The Charity Organization Society - - - - -	£10	0 0
Queen Margaret College Settlement Association (Grant)	3	0 0
The National Council of Women - - - - -	3	0 0
Miss Janie Allan, Torrance, - - - - -	1	0 0
Professor Barr, Westerton, Milngavie - - - - -	3	3 0
Sir John Biles, 4 Whitehall Court - - - - -	1	1 0
Mrs. Campbell, Gryffe Castle, Bridge of Weir - - - - -	0	10 0
Sir John Cargill, K.B.E., 175 West George Street - - - - -	1	0 0
Sir Thomas Glen Coats, Bart., Ferguslie Park - - - - -	10	0 0
Miss K. C. Dewar, 163 West George Street - - - - -	1	0 0
Mrs. FitzGerald, Allangrange, Bridge of Allan - - - - -	2	2 0
Miss L. M. M. Gairdner, 14 Vicarage Gardens - - - - -	0	10 0
F. C. Gardiner, Esq., 14 St. Vincent Place - - - - -	1	0 0
W. G. Gardiner, Esq., Moraig, Stirling - - - - -	1	0 0
William Gillies, Esq., 23 University Gardens - - - - -	1	1 0
Lawrence Glen, Esq., 3 King's Gate - - - - -	1	0 0
Miss Howden, 15 Mirrlees Drive - - - - -	3	0 0

## SUBSCRIPTION LIST—*continued*

<i>Brought forward</i>	-	-	-	-	-	£43 7 0
Mrs. Kirkpatrick, 6 Montgomerie Crescent	-	-	-	-	-	0 10 0
Professor Latta, 4 The College	-	-	-	-	-	1 1 0
Sir William Lorimer, Queen's Park Works	-	-	-	-	-	5 0 0
Sir Donald MacAlister, K.C.B., 13 The College	-	-	-	-	-	1 1 0
Mrs. M'Cowan, 9 Park Circus Place	-	-	-	-	-	1 0 0
Mrs. de Bois Maclaren, Armadale, Rosneath	-	-	-	-	-	0 5 0
B. B. MacGeorge, Esq., 19 Woodside Crescent	-	-	-	-	-	1 0 0
Sir John Stirling Maxwell, Bart., Pollok House	-	-	-	-	-	1 1 0
Miss Melville, Queen Margaret College	-	-	-	-	-	0 10 0
George A. Mitchell, Esq., 5 West Regent Street	-	-	-	-	-	2 2 0
Mrs. Monteath, 6 Lynedoch Crescent	-	-	-	-	-	1 0 0
Miss Sylvia Murray, Moore Park, Cardross	-	-	-	-	-	0 10 0
Sir Adam Nimmo, K.B.E., 21 Bothwell Street	-	-	-	-	-	1 1 0
Sir J. Ure Primrose, Bart., Redholme	-	-	-	-	-	2 2 0
Professor Reid, D.D., 12 The College	-	-	-	-	-	0 10 0
Peter Rintoul, Esq., 13 Victoria Circus	-	-	-	-	-	1 1 0
David Ritchie, Esq., Hopeville	-	-	-	-	-	1 1 0
Miss Violet Roberton, 2 Lynedoch Place	-	-	-	-	-	0 10 0
Mrs. Rose, Richmond House	-	-	-	-	-	1 0 0
J. A. Roxburgh, Esq., 15 Lynedoch Crescent	-	-	-	-	-	2 2 0
Miss Snodgrass, 5 Crown Gardens	-	-	-	-	-	1 0 0
A. E. Stephen, Esq., Linthouse	-	-	-	-	-	1 0 0
F. J. Stephen, Esq., Linthouse	-	-	-	-	-	1 0 0
Sir D. M. Stevenson, Bart., 12 Waterloo Street	-	-	-	-	-	5 0 0
Miss Teacher	-	-	-	-	-	0 10 0
Mrs. Todd, Trochrague, Girvan	-	-	-	-	-	1 0 0
W. P. Ure, Esq., Balvaird, Helensburgh	-	-	-	-	-	2 2 0
A. Walker, Esq., Newark Castle, Ayr	-	-	-	-	-	5 0 0
Miss Alice Younger, 6 Osborne Crescent, Edinburgh	-	-	-	-	-	1 0 0
<hr style="width: 100%;"/>						£85 6 0

THE UNIVERSITY  
OF BIRMINGHAM



SOCIAL STUDY DIPLOMA

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Regulations and Syllabus

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1921-22

**NOTE.**—The War and subsequent developments have led to a great increase in the demand for social service of the most varied kinds; but the quality of the response has frequently suffered from lack of practical experience and previous study of social conditions. The course of training and instruction set forth in this syllabus has proved helpful in the past to many students now filling useful positions, professional and voluntary, in various parts of the country. But before communicating with the Chairman of the Committee, intending students should correspond (and, if possible, arrange an interview) with one of the Tutors in Practical Work, whose names are given on page 5, with regard to their personal fitness and the prospects in various directions.

THE UNIVERSITY  
OF BIRMINGHAM



SOCIAL STUDY DIPLOMA

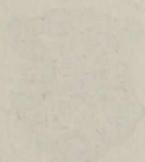
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Regulations and Syllabus

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1921-22

THE UNIVERSITY  
OF BIRMINGHAM



LIBRARY

Department of Zoology

# SOCIAL STUDY.

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Session 1921-1922.

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## UNIVERSITY TERMS.

The University Session, or academic year, is divided into three terms—Winter, Spring, and Summer. The WINTER TERM commences on Monday, 3rd October, 1921 [Lectures begin on 5th October], and ends on Saturday, 17th December, 1921; the SPRING TERM commences on Tuesday, 10th January, 1922, and ends on Saturday, 25th March; the SUMMER TERM commences on Tuesday, 25th April, and ends on Saturday, 1st July, 1922.

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## REGISTRATION OF STUDENTS.

1.—Every student entering upon or resuming a course of study in the University is required to fill up the official "Registration Form," and return it, when completed, to the Registrar's Office. This form includes a Declaration of Obedience to the Statutes and Regulations of the University, to be signed by the student, and a schedule of courses, on which the separate subjects to be offered during the ensuing session must be clearly indicated. These Forms may be obtained on application at the Registrar's Office.

2.—The Chairman of the Committee (Professor Tillyard) will be present in the Edgbaston Buildings on the mornings of Monday, 3rd October, and Tuesday, 4th October, 1921, or at other times by appointment, to confer with intending students, and to give them advice respecting their course of study.

3.—A statement of fees due will be issued by the Secretary of the University to the registered student at the local address entered on the Form, unless other instructions are given. This statement of fees should be returned to the Secretary's Office, Edmund Street, accompanied by a remittance. Cheques to be drawn in favour of "Mr. Geo. H. Morley."

On receipt of the fees, a Card of Admission to lectures and classes in the approved course of study will be issued from the Secretary's Office.

# SOCIAL STUDY

## TRAINING FOR PUBLIC AND SOCIAL SERVICE.

### COMMITTEE :

- (a) *Members of the Senate of the University.*  
FRANK TILLYARD, M.A., Professor of Commercial Law,  
*Chairman.*  
C. GRANT ROBERTSON, M.A., Principal.  
SIR WILLIAM ASHLEY, M.A., Vice-Principal.  
C. RAYMOND BEAZLEY, D.Litt., Professor of History.  
W. H. MOBERLEY, M.A., Professor of Philosophy.  
JOHN ROBERTSON, M.D., Professor of Hygiene and  
Public Health.
- (b) *Lecturers for Social Study Courses.*  
G. A. AUDEN, M.D.  
CONRAD GILL, M.A.  
J. G. SMITH, M.A.  
MISS BEATRICE WEBB, M.D.  
J. H. MUIRHEAD, LL.D. (Muirhead Lectures).
- (c) *Tutors in Practical Work.*  
MISS DEWAR, Warden of the Birmingham Settle-  
ment, 318, Summer Lane, Birmingham.  
Organiser of Social Work at the Woodbrooke Settle-  
ment, Selly Oak, Birmingham.  
MISS TONKIN, Birmingham Citizens' Committee,  
161, Corporation Street, Birmingham.
- (d) *Representatives of Special Organisations.*  
MISS LUCY BARROWS, Birmingham Citizens' Committee.  
MISS DALE, Welfare Workers' Institute.  
Woodbrooke Settlement.  
MISS MILLER, Central-care Department of the Education  
Committee.  
J. G. PATERSON, Industrial Welfare Society.

A Committee, consisting of teachers in the University of Birmingham and of representatives of various institutions in the city, has been formed to provide a course of systematic instruction, combined with practical training, for those who propose to engage in public and social service. It has in view the needs especially of the following classes :—

- (1) Those who desire to engage as officials in national or municipal administration (*e.g.*, employment exchanges, insurance, school care, sanitation, housing, poor law, pension, probation work, etc.).
- (2) Those who desire to take part in philanthropic work, whether as volunteers, or as salaried secretaries or organizers of citizens' committees, guilds of help, health societies, charity organization societies, etc., or as almoners of hospitals.
- (3) Those who desire appointments as welfare supervisors in factories.
- (4) The officials of trade unions, co-operative societies, friendly societies, and similar organisations.
- (5) The clergy and church workers of the several denominations.
- (6) Those who desire to prepare themselves for the duties of elected or co-opted members of local governing bodies.

The programme of instruction and training will usually cover two academic years, beginning in the Autumn. In the case of candidates for the Diploma with special qualifications, such as a University degree or considerable experience in social work, application may be made to the chairman for permission to take the course in one year instead of two.

Candidates for the Diploma, who are under the age of twenty years, are required to apply to the chairman for permission to take the course. Applications to the chairman for either of these purposes must be made before the candidate enters upon the training or registers as a student.

## THE SOCIAL STUDY DIPLOMA.

The requirements for the Diploma fall under three heads :—

- I. University Courses of Lectures and Class Teaching.
- II. Visits of Observation and Explanatory Lectures.
- III. Practical Work.

## I.—UNIVERSITY COURSES.

## WINTER TERM.

- (1) **Industrial History.** Sir WM. ASHLEY. Two Lectures a week. FEE: £1 1s. 0d.
- (2) **Sanitation and Hygiene.** Dr. AUDEN. One Lecture a week (Wednesday, 5-45 p.m.); and six afternoon Demonstrations, 2-30 p.m. to 5 p.m. (to be arranged). FEE (for Winter and Spring terms): £1 11s. 6d.
- (3) **Industrial Law.** Professor TILLYARD. One lecture a week. FEE (for the Winter and Spring terms) £1 1s. 0d.
- (4) **Elementary Social Philosophy.** Professor MOBERLEY. One lecture a week and subsequent Discussion Class. Fee: 15s.
- (5) **Economics: (A.) Principles.** Assistant-Professor J. G. SMITH. One lecture a week. FEE (for the whole year): £2 2s. 0d.
- (6) **Central and Local Government.** Mr. CONRAD GILL. One lecture a week. FEE (for the whole year): £1 11s. 6d.

## SPRING TERM.

- (2) **Sanitation and Hygiene** (*continued*). Dr. AUDEN. First five weeks of term, Wednesday at 5-45 p.m.
- (3) **Industrial Law** (*continued*). Professor TILLYARD. One lecture a week.
- (5) **Economics: (A.) Principles** (*continued*). Three lectures a week up to a total of 20 lectures.
- (6) **Central and Local Government** (*continued*). Mr. CONRAD GILL. One lecture a week.
- (7) **Advanced Social Philosophy.** Professor MOBERLEY. One lecture a week and subsequent Discussion Class. FEE (for the Spring and Summer terms): £1 11s. 6d.

## SOCIAL STUDY.

- (8) **Personal Health.** Dr. BEATRICE WEBB. One lecture a week for the last five weeks of term (Wednesday at 4-30 p.m.). FEE (for the Spring and Summer terms): 10s. 6d.
- (9) **Local Government.** Mr. CONRAD GILL. One lecture a week and Supplementary Tuition. FEE: 15s. 0d.

*SUMMER TERM.*

- (5) **Economics: (B.) Modern Social Movements.** Assistant-Professor G. J. SMITH. Two lectures a week for five weeks.
- (6) **Central and Local Government (continued).** Mr. CONRAD GILL. One lecture a week.
- (7) **Advanced Social Philosophy (continued).** Professor MOBERLEY. One lecture a week and subsequent Discussion Class.
- (8) **Personal Health (continued).** Dr. BEATRICE WEBB. One lecture a week (Wednesday at 4-30 p.m.), for 5 weeks.

All candidates are required to take the Courses on Industrial History, Economics (A and B), and Sanitation and Hygiene (numbered 1, 5, and 2, on page 7). They must also take three of the following, of which at least one course must be taken from group A.

Group A. Industrial Law, Central and Local Government, Advanced Social Philosophy (numbered 3, 6, and 7, on page 7).

Group B. Elementary Social Philosophy, Personal Health, Local Government (numbered 4, 8, and 9 on pages 7 and 8).

Candidates will not be allowed to take both Central and Local Government (group A), and Local Government (group B). For candidates who spend two academic years over the Diploma, the former course is to be preferred.

Special classes will not be available unless attended by five or more students.

In the case of candidates who take the Social Study Diploma Course in connection with a course of religious training, a course of theological lectures may, in certain cases, be accepted as an alternative to the University Courses in Social Philosophy on condition that the theological lectures and examination on them are of University standard. Applications for this exemption must be made by individual students, who must send to the chairman the necessary particulars for the committee's decision.

Candidates who offer Personal Health will be required, besides taking Course 8, to present the Certificate in First Aid and Home Nursing granted by the Red Cross Society or the St. John Ambulance Association. Candidates who hold the Maternity and Infant Welfare Certificate of the Royal Sanitary Institute will be allowed to present it in lieu of Courses 2 and 8.

The Committee has the power of accepting, in lieu of any *three* of the above courses, courses of study of the same subjects pursued elsewhere, if it is satisfied that such courses have been of substantially the same character and standard. When such courses have not been examined upon by a University, candidates will be required to present themselves at the University Examination in the several subjects. The Board of Examiners for this purpose will consist of the External Examiners in the subjects in question, together with such teachers of the several courses as are approved by the Social Study Committee.

In addition to the Class Fees, all students pay a Membership Fee (Men, £2 2s. od. per session; Women, £1 15s. per session), admitting to the use of the Library and of the Club Rooms.

Examination Fee, before entering the Summer Examination, £1.

## II.—VISITS OF OBSERVATION.

In addition to the demonstrations included in the course on Sanitation, some ten visits will be paid to institutions, etc., of interest to social students (by kind permission of the several authorities).

These visits will be paid in the Spring and Summer Terms; usually on Thursday afternoon. Their general scope is indicated by the following classification:—

- I. Administration. (a) POOR LAW. Workhouse, Infirmary. Receiving House for Children. Cottage Homes. Epileptic Colony. (b) EDUCATION. Infant and Elementary Schools. Kindergartens. Schools for Defective, Blind, Deaf, Crippled, and Delicate Children. Home for Defective Children. Care Committees. (c) JUSTICE. Children's Court. Remand Home. Reformatory and Industrial Schools. (d) MUNICIPAL GOVERNMENT. Meetings of City Council.
- II. Sanitation and Hygiene. Housing Improvements. Hospitals (General and Special). Elementary Schools (Hygiene and Domestic Teaching).
- III. Industrial Conditions. Factories. Home Industries and Domestic Workshops. Employment Exchanges.

Students will be required to attend the visits arranged, unless exemption has been granted by the Committee on the ground of previous experience.

Unless otherwise provided for, students will be required to make these visits under the direction of the Warden of the Settlement, who will give a course of explanatory lectures with reference to the visits, and arrange for talks by experts in the several lines of social work. These explanations will be given on Wednesdays at 5-45, on the last five Wednesdays in the Spring Term, and the last five Wednesdays in the Summer Term.

Attendance at the explanations is compulsory.

FEE (payable to the Settlement): £1 1s. od.

Institutions which desire to arrange an independent series of visits and explanations for their own students will furnish the Committee from time to time with a schedule of their arrangements.

All students are required to write brief accounts of the visits, and notes of the accompanying explanations; and the note books containing them with accounts of the demonstrations must be sent, at the end of each term, to the Tutor in Practical Work under whose care they are.

### III.—PRACTICAL WORK.

The following list is intended to indicate the general character of the practical work of which students can gain experience in Birmingham:—

#### A.—Office Work.

This includes Correspondence and the preparation and filing of systematic Records (use of Case-papers, Indexing, Mutual Registration, etc.); and attendance at Case Committees.

#### B.—Visiting.

This includes Visiting in connection with the work of the Citizens' Committee for the purpose of enquiry; as well as Systematic Visiting for other purposes. Under the latter head may be grouped *Occasional* Visiting in connection with (a) Care Committees, (b) the Country Holiday Fund, (c) Provident Dispensaries; and *Continuous* Visiting in connection with (a) Provident Collecting, (b) District Visiting, (c) Child Care and After-Care, (d) Rent Collecting.

#### C.—Factory, School, Club and Health Work.

Definite work as a regular helper in the welfare work of a factory; in an approved school, club, class, or play centre; or in a day nursery, infant health centre, out-patients' department or dispensary.

The Practical Work of candidates for the Diploma must include some experience under the head A, and some experience under at least one of the heads B and C.

The Practical Work will be directed by the Warden of the Birmingham Settlement, the Tutor appointed by the Woodbrooke Settlement, or the Tutor appointed by the Birmingham Citizens' Committee, according as each individual student may arrange; and such fees will be paid to the several institutions for the practical training as they may determine.

Candidates looking forward to **Welfare Work in Factories** will be required to take from the list given on pages 7 and 8, the courses on Industrial History, Economics, Industrial Law, Sanitation and Hygiene, Personal Health, and one other course.

Special instruction will be provided in—

1. **The Industrial Organisation of Factories;**
2. **The Duties of Welfare Supervisors.**

These lectures will, as far as possible, be given on the first five Wednesdays in the Spring Term, immediately before the lectures on Sanitation and Hygiene.

These candidates should also avail themselves of the lectures and visits arranged by Miss Miller for Central-Care (Employment) workers. These lectures and visits will probably be arranged for the Summer Term.

Further particulars will be available later, and may be obtained from the Tutors in Practical Work.

The Tutors in Practical Work will report to the Committee each term on the practical work of the students under their charge; and no student whose reports have been unsatisfactory will be awarded the Diploma. There will be a *viva voce* examination in June of candidates for the Diploma, in the subjects included in the Practical Work and in the Visits of Observation. This examination will be conducted by a Sub-Committee, consisting of the Chairman and such of the Tutors in Practical Work as are presenting candidates.

Students who have already had practical experience in the administration of the poor law, in welfare work in factories, in the office work of trade unions or friendly societies, in the duties of health inspectors or visitors, or in any of the other branches of work outlined above, will be exempted from such parts of the Practical Requirements as, in the opinion of the Committee, are unnecessary in their particular cases.

In order to encourage the attendance of suitable students of limited means, it is proposed to offer three Bursaries of £10 each. Applications for these Bursaries should be accompanied by a confidential statement as to previous career, aim of study, and means, addressed to the Chairman of the Committee, on or before the fourth Monday in September.

Persons proposing to enter upon the Diploma Course are advised to communicate with one of the following: the Warden of the Settlement, the Warden of Woodbrooke, or Miss Tonkin (Citizens' Committee), before applying to the Chairman of the Social Study Committee.

Candidates for the Diploma will be required to state upon their entry forms the Tutor in Practical Work under whom they propose to place themselves. They are requested to call upon the Chairman of the Committee, if possible during the last three days of the week preceding the beginning of the Winter Term. The Session opens on the first Tuesday in October.

### HIGHER DIPLOMA.

Candidates who have satisfied all the requirements for the ordinary Diploma *with a high degree of credit* may be granted a Higher Diploma after a second year of study.

With the consent of the Social Study Committee, persons who have already taken elsewhere, *with a high degree of credit*, courses similar in general character and range to

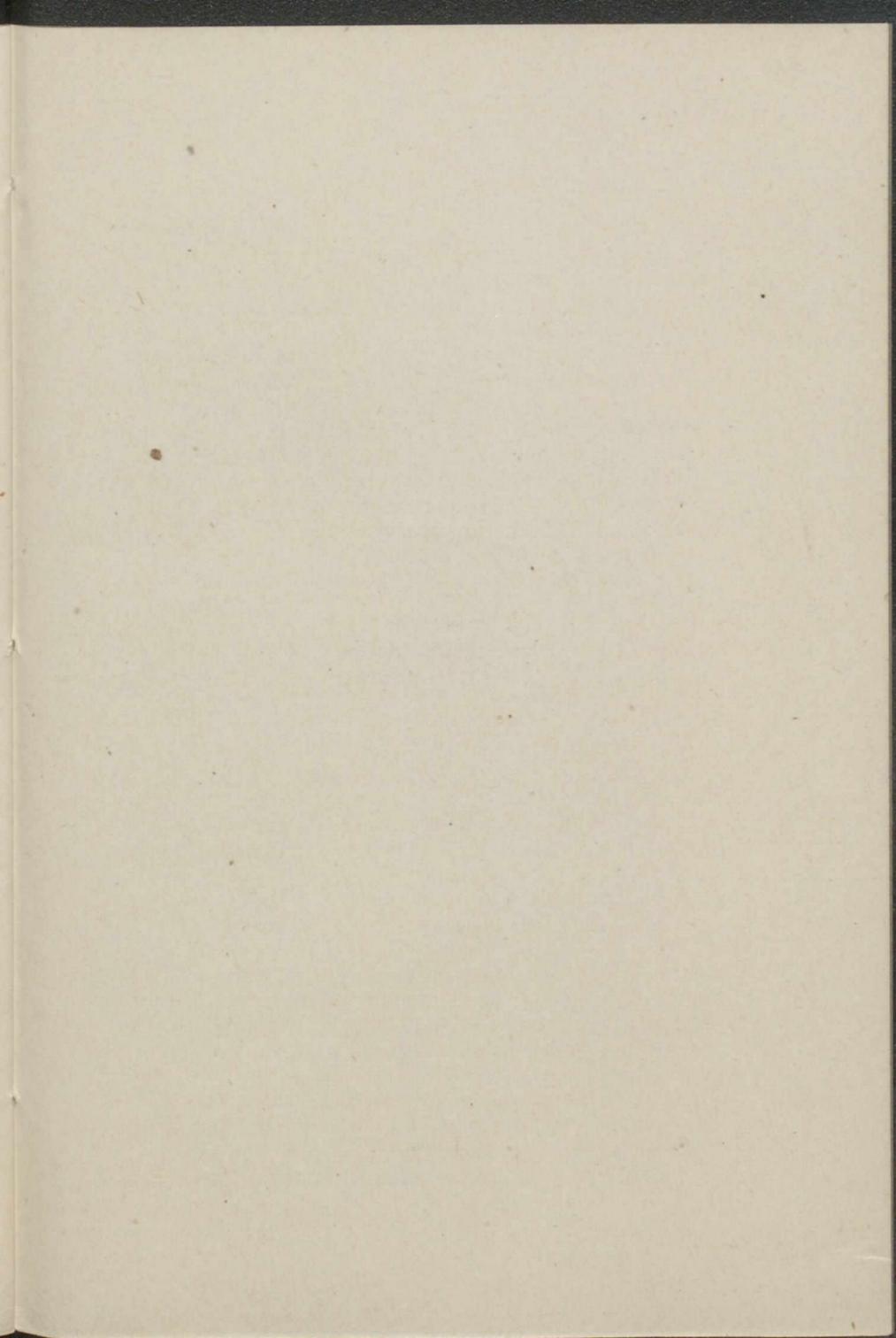
those required for the ordinary Diploma, may become candidates for the Higher Diploma. Unless they have already fulfilled, to the satisfaction of the Committee, the requirements for the ordinary Diploma with regard to Practical Work, they will be required to do so while working for the Higher Diploma, and for this purpose to place themselves under one of the Tutors in Practical Work (for whom see page 5).

Candidates will be required to submit to the Committee a Thesis embodying the results of an original investigation into economic or social conditions, conducted during the period of study under the direction of some Member of the Committee, and the general supervision of the Chairman. Unless exempted by the Chairman on the ground of previous studies, they must also take two of the following University courses:—

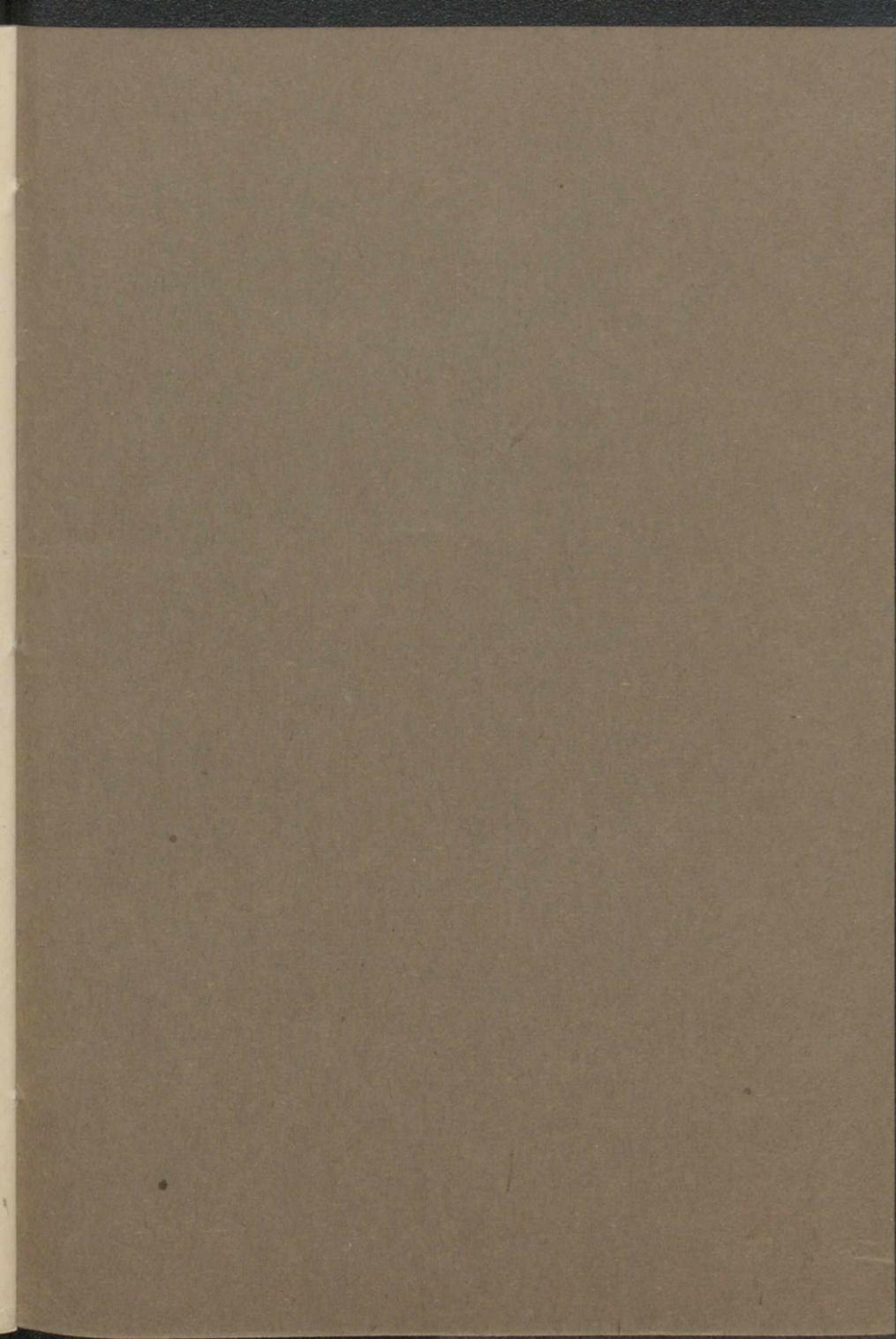
- (1) Social Philosophy (Elementary and Advanced). Professor MOBERLEY. Fee: £2 2s.
- (2) Moral Philosophy. Professor MOBERLEY. Fee: £4 4s.
- (3) Education IA. Professor MOBERLEY. Fee: £4 4s.
- (4) Commerce I. Mr. BARRETT WHALE. Fee: £4 4s.
- (5) Public Finance, Etc. Assistant-Professor J. G. SMITH. Fee: £1 11s. 6d.
- (6) Methods of Statistics. Sir WILLIAM ASHLEY. Fee: £1 1s.
- (7) General European History. Professor BEAZLEY. Fee: £4 4s.
- (8) British Institutions. Professor BEAZLEY. Fee: £4 4s.
- (9) Housing and Town Planning.

Candidates may, however, propose to the Chairman for his approval an equivalent amount of work in other courses, selected from the Social Study, Commercial, Historical, and Philosophical Departments.

Candidates for the Higher Diploma will pay the fees for the courses selected, together with the Membership Fee of £2 2s. od. for men, and £1 15s. od. for women, and an Examination Fee of £2 on sending in their Thesis.



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42-44, Hill Street



# The University of Birmingham.

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## SESSIONAL TUITION FEES.

By resolution of the Council, the following scale of tuition fees in the Faculties of Science, Arts, and Commerce will come into operation in October, 1921. This schedule cancels any statement, already published in Prospectuses of the University, of fees payable for lectures and classes in the Faculties concerned.

The twenty-five per cent. increase imposed by the Council last session is included in the fees now fixed; but the membership fee of £2 2s. per session payable by men students, and of £1 15s. per session payable by women students, is not included.

## FACULTY OF SCIENCE.

### I. Pure Science.

- (i.) Inclusive tuition fee for the degree of B.Sc. in Pure Science :—
  - (a) If Chemistry is a subject of study = £32 per session.
  - (b) If Chemistry is not a subject of study = £25 per session.
- (ii.) Inclusive tuition fee for the degree of M.Sc. = £30 per session.

## II. Engineering.

- (i.) Inclusive tuition fee for the degree of B.Sc. in Engineering :—
  - (a) First Year = £35.
  - (b) Each subsequent year = £62.
- (ii.) Inclusive tuition fee for the degree of M.Sc. = £30 per session.

## III. Metallurgy.

- (i.) Inclusive tuition fee for the degree of B.Sc. in Metallurgy :—
  - (a) First Year = £37.
  - (b) Each subsequent year = £46.
- (ii.) Inclusive tuition fee for the degree of M.Sc. = £30 per session.

## IV. Mining.

- (i.) Inclusive tuition fee for the degree of B.Sc. in Mining :—
  - (a) First Year = £42.
  - (b) Each subsequent year = £52.
- (ii.) Inclusive tuition fee for the degree of M.Sc. = £30 per session.

**Note.**—In addition to the above fees :—(a) an Incidental Fee of £2 2s. per session is charged to all students in attendance upon Practical Chemistry ; (b) a deposit of £1 as “ Caution Money ” is required from students attending the first year Chemistry Course, and of £2 from all other students in Chemistry.

### FACULTY OF ARTS.

- (i.) Inclusive tuition fee for the Ordinary or Honour degree of B.A. or of B.Mus. =£25 per session.
- (ii.) Inclusive tuition fee for the degree of M.A.=£12 10s. per session.

### FACULTY OF COMMERCE.

- (i.) Inclusive tuition fee for the degree of B.Com. :—
  - (a) First Year=£25.
  - (b) Each subsequent year=£32.
- (ii.) Inclusive tuition fee for the degree of M.Com.=£12 10s. per session.

Students who are not proceeding to degrees, but who desire to attend separate courses of lectures, or laboratory instruction, in the University, may obtain information as to fees due for such courses on sending particulars to the Secretary of the University, Edmund Street, Birmingham.

JOHN H. COSTAIN,  
*Registrar.*

*July, 1921.*

66  
MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
W. M. BIRKS, ESQ.  
DR. WILLIAM CALDWELL  
MR. J. HOWARD T. FALK  
DR. D. J. FRASER  
DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

October 8th, 1920

Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

Enclosed you will find the agenda and minutes of the meeting of the Committee on Social Service, held on Wednesday, October 6th, at 5.00 P.M. Attached is the Director's report.

Yours faithfully,

*J. Howard Falk*

JHTF/VCL.

Director.

66

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
W. M. BIRKS, ESQ.  
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MR. J. HOWARD T. FALK  
DR. D. J. FRASER  
DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

November 15th, 1920.

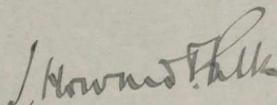
Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

I have been asked to address the students of the  
Department of Social Service, Toronto University, on  
November 24th. This will involve my being away from Montreal  
for two days.

Unless I hear from you to the contrary, I shall  
assume that you approve, and make the engagement.

Yours faithfully,



JHTE/VCL.

Director.

*Leave granted*

# GEORGE LYMAN

Insurance Broker

FIRE, LIFE, ACCIDENT, MARINE  
EMPLOYER'S LIABILITY  
INSURANCE

MORTGAGE LOANS ALSO EFFECTED

OFFICE TEL. MAIN 7733  
RES. " WEST 5209

LEWIS BUILDING  
17 ST. JOHN STREET.

MONTREAL, September 29, 1920.

Gen. Sir Arthur Currie, C.M.G., K.C.B., L.L.D.  
Principal, McGill University,  
Montreal.

Sir:-

Referring to the suggestion that it might be possible for an arrangement to be made whereby part of the time of Mr. J.H.T. Falk could be devoted to the work of the Montreal Council of Social Agencies, I have been instructed by the Executive Committee of the Council to express to you the hope that no misunderstanding as to the action of the Council shall arise.

The Council recognizes most fully that the Social Service Department of McGill University is doing a work of the highest value to the community and to the Social Service Agencies of Montreal, and therefore it would not follow any course that might be considered as having the effect of weakening the efficiency of that work. This view has been informally expressed to several gentlemen actively associated with McGill, but it is felt that it should be placed before you in this more regular way. If it is the opinion of the authorities of the University that the suggested division of Mr. Falk's time would be against the interests of McGill, the Council will be quite prepared to let the matter drop. On the other hand, should no such view be taken, we will be glad if an arrangement can be arrived at which will give both University and Council the advantages of Mr. Falk's services. In this connection, it may not be amiss to point out that under the proposed division of work Mr. Falk would be brought closely in touch with the leading business and professional men of Montreal, and thus would form an additional link between the University and the citizens.

Trusting that (that) this explanation will prevent any misunderstanding, and assuring you once more of our deep appreciation of the work of the Social Service Department of McGill,

I beg to remain,

Yours very truly,

*George Lyman*  
Chairman, Executive Committee  
Montreal Council, Social  
Agencies.

11

McGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
W. M. BIRKS, ESQ.  
DR. WILLIAM CALDWELL  
MR. J. HOWARD T. FALK  
DR. D. J. FRASER  
DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

October 2nd, 1920.

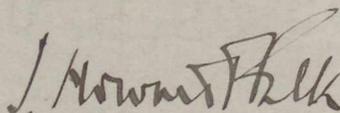
Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

I beg to advise you that I have called  
a meeting of the Committee on Social Service to  
suit Dr. Adams' convenience for next Wednesday,  
October 6th, at 5.00. P.M.

Regretting you will be unable to attend  
owing to your absence from town,

Yours faithfully,



JHTE/VCL.

Director,

MC GILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
W. M. BIRKS, ESQ.  
DR. WILLIAM CALDWELL  
MR. J. HOWARD T. FALK  
DR. D. J. FRASER  
DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

October 1st, 1920.

Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

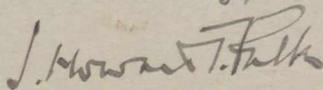
I beg to acknowledge receipt of your letter of the 30th inst. and note that the Board of Governors have agreed to the request made by the Executive of the Montreal Council of Social Agencies that I should be allowed to devote part of my time to the Service of that agency on the terms stated to you in my letter of September 16th.

I beg to advise you that the arrangement is satisfactory to me, and assure you that I will at all times have the interests of the Department at heart.

I will call a meeting of the Committee on Social Service at Dr. Adams' convenience, and presume that it is your desire that the arrangement with the Council of Social Agencies should receive the Committee's sanction.

Thanking you for your consideration and despatch in this matter,

Yours faithfully,



Director.

JHTF/VCL.

September  
Thirtieth  
1920.

J. Howard T. Falk, Esq.,  
Department of Social Service,  
McGill University.

Dear Mr. Falk:-

I hasten to inform you that I placed before the Board of Governors of this University the subject matter of your letter to me dated September 16th, and obtained their consent to your assuming from November 1st next the Secretaryship of the Montreal Council of Social Agencies. It is understood that your time will be divided between McGill University and the work of the Council of Social Agencies in accordance with the terms of your letter to Mr. George Lyman dated September 13th last, and that your salary will be divided in accordance with the terms mentioned in the said letter; i.e. that until October 31st next you will be paid by the University at the rate of \$4,250. a year, and that from November 1st to September 30, 1921, you will be paid at the rate of \$2,000. a year from McGill.

I also rely on your assurance that there will be no lack of supervision by you over the Department of Social Service, but rather that you will do everything in your power to increase the value and efficiency of this Department.

Will you please call a meeting of the Committee on Social Service. It is hardly likely that I shall be able to attend a meeting of that Committee, but Dr. Adams will act for me.

Mr. Glasco will take up with you officially the change of your contract involved by the new arrangement.

Yours faithfully,

CC-Mr. Glasco.

PRINCIPAL.

DEPARTMENT OF SOCIAL SERVICE  
McGill University.

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September, 13th, 1920.

George Lyman, Esq.,  
Chairman,  
Executive: Montreal Council of Social Agencies.

Dear Mr. Lyman:

Pursuant to our conversation on the 7th instant, I beg to set forth the basis on which I think an arrangement might be made between the University and the Council for a division of my services.

Division of time: October to April.

<u>Hours: official.</u>	<u>McGill.</u>	<u>Hours</u>	<u>Council</u>	<u>Hours.</u>
Monday.....	Afternoon	2½	Morning	4
Tuesday.....	Morning	4	Afternoon	2½
Wednesday.....	Afternoon	2½	Morning	4
Thursday.....	-----		M.&A.	6½
Friday.....	Afternoon	2½	Morning	4
Saturday.....	Morning	4	-----	
		15½		21

---

Division of Salary:

My salary at McGill commencing September 1st, 1920 is to be \$4250. i.e. for the session October 1st to April 30th, and say two months extra as head of Department, equalling nine months in all.

If I am to undertake the extra work of the Council, it will be necessary to work eleven months out of the twelve. This means an increase of 22% in time, a corresponding increase in salary would be from \$4250. to \$5185; Mr. Glassco, the Secretary-Bursar suggests \$5,000.-- \$2,000 to McGill and \$3,000 to the Council of Social Agencies. This division seems fair, as from October to April the hour schedule suggested is at the same ratio and during June and July I should be able to give almost my entire time to the Council.

It will be obvious that the hour schedule indicates the minimum, as additional hours between five and six and in the evenings will have to be devoted to Council Committees and preparation of lectures for McGill.

I would not be willing that the change should come into effect until November 1st of this year; in justice to Miss Lafleur, who has just commenced work as Secretary of my Department, I wish to be at the University throughout the month of October.

If such an arrangement was agreed upon

between your Executive and my Committee, I would suggest that it should be for eleven months, from Nov. 1st, 1920 to Sept. 30th, 1921.

By that time the work of the Council will have developed to the point of requiring a greater proportion of the time of its director and a new arrangement could be entered into in regard to the division of service, on a 4/5 and 1/5 basis.

From Nov. 1st to September 30th, I do not believe it would be possible for me to do more than:

1. Take over the Confidential Exchange.
2. Take over the Editorship of the Social Worker.
3. Organize the work of the Divisional Committees
4. Organize the meeting of the Canadian Conference on Public Welfare which meets in Montreal in September 1921.
5. Publish a Charities Directory in Sept. 1921.

Finance:

To accomplish this the following budget would be necessary for the first eleven months.

Director-- 3/5 time	at \$250. p.m.	-- \$2750.
Registrar: Con. Exchange	at 85. p.m.	935.
Assistant to Registrar	at 65. p.m.	715.
Sec-Stenographer to Director	at 125. p.m.	1375
		<u>\$5775.</u>
Rent approx. -----		1100.
Printing, postage, stationery, office supplies		<u>1125. 2500</u>

\$8,000

Exclusive of capital outlay on office furnishings and equipment.

In justice to myself and to my children, I feel that I ought to be settling down to a piece of work which has the possibility of permanency for the rest of my active life.

It was with some misgivings that I left Winnipeg after ten years of continuous service in one capacity.

I should not wish to undertake the exacting work of organizing the Council for two or three years, only to find it necessary to make another change at the end of that time. I would be willing, of course, to take the chance of failing to give satisfaction to the Council Executive; but I should like to have some assurance that the present Executive are convinced of the importance of the work which the Council can do in this city.

If appointed, I trust that the Executive would see fit to allow me to spend a few days in Cleveland and Cincinnati, studying the work of the Federation and Council of Social Agencies in those cities on my way to the National Conference of Social Work in Milwaukee next June.

In conclusion, there is one condition I feel I would be obliged to make, namely, that I should not be held responsible for the raising of the budget.

Trusting this letter will facilitate your deliberations on Monday afternoon.

Yours truly,

DEPARTMENT OF SOCIAL SERVICE.

McGill University.

September 16th, 1920.

Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

re Continuation of Department of Social Service

Before leaving for England in June of this year, Mr. Glassco intimated to me that the Finance Committee of the Board of Governors when discussing appropriations for the Session 1920-21, had raised the question of the continuation of this Department after the trial period of three years, ending July 31st, 1921, during which it is being subsidized by the joint Board of the Theological Colleges and the Graduates' Society.

Just at that time, I was approached by the Officers of a newly formed organization, the Montreal Council of Social Agencies, with a view to accepting the Directorship of the Council; thereupon, I communicated this fact to Mr. Glassco, expressing the hope that the Finance Committee might arrive at a decision as to the future of the Department as soon as possible in order that I might consider this or any other position which might offer here in Canada or in England.

Mr. Glassco was unable to obtain any definite information, and did not communicate with me whilst in England. On my return, however, Mr. George Lyman, Chairman of the Executive of the Montreal Council of Social Agencies, informed me that no action had been taken by that body as to the appointment of an Executive Director in the hope that arrangements could be made by which the Department of Social Service and the Council of Social Agencies could have my services. Further, he informed me that this had been discussed by himself and Mr. Brierley, President of the Council, with Mr. W.M. Birks and Mr. J.W. Ross, in June, soon after my departure for England.

I discussed the question with Mr. Glassco after seeing Mr. Lyman and wrote to the latter as per copy of the letter attached under date 13th instant.

The Executive of the Council met the afternoon of the 13th, the result of which is indicated in a letter from Mr. Lyman to myself, dated September 14th, a copy of which I attach.

At the request of Mr. Glassco, I have prepared a revised estimate of the expenses of the Department as from July 1st, 1920 to June 30th, 1921, based on a division of my services with the Council, with a consequent slight increase in salary to my Secretary from November 1st, and with some reduction in cost of lectures, due to changes made since previous estimates were submitted.

From this you will see that the Department should not require more than \$ 2000 from the General Fund for the coming session.

Also at the request of Mr. Glasco, I have prepared and submit a rough estimate of the cost of the Department should it be continued after the present session.

In making this estimate, I have not calculated on having to pay University Professors or Lecturers special fees for lectures in my Department. In this connection may I draw your attention to the fact that the Department of Social Service at Toronto University has never had to pay special fees to University Professors. The University requires its teaching staff to lecture on their own subjects in whatever department they are needed, taking care, of course, that no one professor is unduly burdened by extra work.

In addition to this free teaching service, the University of Toronto put at the disposal of the Department of Social Service a separate building consisting of two lecture rooms, Library, Reading Room, Rest Room for students, and three separate offices for the Director, Secretary and Stenographer.

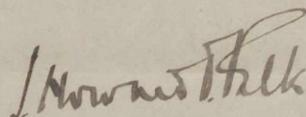
If it had been possible, I should have preferred to continue in my single capacity as Director of this Department, in which position there is ample scope for voluntary service

in the social work of this city; I realize, however, that the present financial position makes it difficult for the University to face an additional annual expenditure of about six or seven thousand dollars, and am willing to accept the situation and the division suggested even if as far as the University is concerned the arrangement only extends to the end of my contract, but I do sincerely hope that with the reduced expenditure possible for 1921-22, the Board of Governors will decide to continue the Department.

There are few Departments in the University which are better able to connect up the University and the city at large, and I feel that the experience and testimony of the past two years has given ample proof of this contention.

I should be grateful if you would authorize me to call a meeting of the Committee which governs this Department's work at your earliest convenience, assuming that you are willing that the suggested change should be considered at all.

Yours truly,



Director.

JHTE/VCL

(COPY)

September 14th, 1920.

J.H.T.Falk, Esq.  
Arts Building,  
McGill University.  
Montreal.

Dear Mr. Falk:-

A Meeting of the Executive Committee of the Montreal Council of Social Agencies was held yesterday afternoon to discuss the question of the, Secretaryship of the Council.

At this meeting I submitted your name for Secretary on the basis of our conversation and as outlined in your letter, stating that you would give part time to the Council. In your letter you stated that you could give approximately twenty-one hours per week to the Council and fifteen and one half hours to McGill and practically whole time at the conclusion of the Session of the University.

It was moved, seconded, and unanimously carried that the Council should engage your services on the basis of your proposal. The matter was referred to a Committee composed of Messrs. Brierley, Dale, Colwell and myself. I get this Committee together as soon as possible but in the meanwhile I would be glad if you would take up the matter with McGill University.

In conclusion, may I add how gratified I am that you have consented to take up this work and trust there will be no opposition on the part of the University. The knowledge which you have received during the Survey and your long experience in Social Work will be of great value to the Council during the coming year and the Executive is unanimous in favor of your appointment. I note that in order to put your work at McGill on a proper basis, you will not take up the work with the Council until November 1st. While we would be glad to have your services a month earlier, we recognize that your first obligations are to McGill and accept your decision in this matter.

Hoping that details can be worked out satisfactorily on both sides, I am,

Yours faithfully,

(Signed) George Lyman.

DEPARTMENT OF SOCIAL SERVICE

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Estimate for the Session 1920-21.

EXPENSES

Lecturing fees:

Courses 1,2,4,5,10,11 at \$ 250	\$ 1500.	
Course 7 at \$ 350	350.	
Courses 9 & 12 at \$ 125	<u>250.</u>	\$ 2100.

Course 3 no cost (Dr. Leacock allows Social Service students to take an Arts Course)

Course 6 donated by Mental Hygiene Committee.

Courses 8,13,14,15, and Extension Course given by Director.

Director's Salary

July & August at \$ 3750	\$ 625.	
Sept. & Oct. at 4250	708.33	
Nov. to June at 2000	<u>1333.33</u>	\$ 2666.66

Secretary-stenographer"

Sept. & Oct. at \$ 75.	\$ 150.	
Nov. to June at 90.	<u>720.</u>	\$ 870.00

Advertizing 200.

Printing, postage, stationary 350.

Travelling expenses 150.

Office supplies and furnishings 100.

Books, periodicals, charts, slides 150.

Miscellaneous 114.

\$ 6700.00

RECEIPTS

RECEIPTS

Theological Colleges	\$ 2000.	
Graduates	1000.	
Pledges	300.	
Fees	<u>1400.</u>	\$ 4700.00
		Deficit <u><u>\$ 2000.00</u></u>

DEPARTMENT OF SOCIAL SERVICE

Estimate for the Session 1921-22 (approx.)

EXPENSES

Outside Lecturers-based on 1920-21.

Mr. Francis Hankin-Industrial History.	\$ 250	
Dr. Mundie-Neuro-Psychiatry	250	
Mr. J.B. Dawson-Treatment of Poverty	350	
Dr. Styles-Child Health	125	
Miss H.Reid-Public Health & Housing	250	
-----Home Economics	<u>1125</u>	1350
Director's fee.	1000	
Secretary's salary	1200	
Stenographer (half-time)	<u>540</u>	2740
Advertising,printing,postage,stationary, office supplies & furnishings	600	
Travelling expenses	150	
Books,periodicals,charts,slides etc.,	100	
Miscellaneous	<u>60</u>	910
		<u>\$ 5000</u>

RECEIPTS

Fees	<u>\$ 1500</u>
Deficit to be borne by University	<u><u>3500</u></u>

Year 1919-20

Receipts

10410

3000

1000

4340

Expense \$ 6500

Loss \$ 2460

1250

1250

1000

1270

2750

2750

200

180

100

80

80

8000

1200

2500

RECEIPTS

1000

Profit to be borne by University

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

DR. F. D. ADAMS, ACTING CHAIRMAN  
W. M. BIRKS, ESQ.  
DR. WILLIAM CALDWELL  
PROF. J. A. DALE  
DR. D. J. FRASER  
DR. OSWALD HOWARD

DIRECTOR: J. HOWARD T. FALK  
OFFICE: ROOM 18 ARTS BUILDING, TEL. UPTOWN 5920

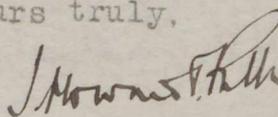
October 6th, 1919.

Dean Adams,  
Acting Principal.

Dear Dean Adams:-

Herewith please find enclosed copy of a letter addressed to Mr. Glassco, in reference to fees from my Department to the School of Commerce and the School of Physical Education.

Yours truly,



Director.

October 4th, 1919.

A. P. S. Glassco,  
Secretary and Bursar.

Dear Sir:-

Re Fees of School of Commerce and School of  
Physical Education from Social Service Department Students

I beg to advise that at a meeting of the Committee of Management for the Department, held on October 2nd., I was instructed to write to you in order that this question may be taken up by the proper authorities, and a ruling obtained. It developed at the meeting that out of the \$40.00 fee for the Certificate Course \$10.00 was payable to the School of Commerce for attendance at Dr. Hemmeon's lectures, and an unknown sum to the School of Physical Education for work in that Department. It was stated that it was merely a question of book-keeping, and the deficit in one Department or another being the greater or less thereby.

Would you be kind enough in due course to advise me as to what fees should be charged against my Department for the attendance of students in the School of Commerce and the School of Physical Education. A full course student takes two hours in the School of Commerce weekly, and the hours in the School of Physical Education have not yet been arranged by Miss Cartwright.

Yours truly,

Director.

1  
MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

DR. F. D. ADAMS, ACTING CHAIRMAN  
W. M. BIRKS, ESQ.  
DR. WILLIAM CALDWELL  
PROF. J. A. DALE  
DR. D. J. FRASER  
DR. OSWALD HOWARD

DIRECTOR: J. HOWARD T. FALK  
OFFICE: ROOM 18 ARTS BUILDING, TEL. UPTOWN 5920

October 4th, 1919.

Dean Adams,  
Acting Principal.

Dear Dean Adams:-

Acting on your request made at a meeting of the Committee on the 2nd. inst., I beg to advise you that at a meeting of the Committee on March 14th, I was authorized to arrange for lectures in Social Psychology in the Department of Philosophy, same to be paid for at \$10.00 a lecture. Acting on this I arranged with Dr. Caldwell to lecture in the first term on Social Ethics, and Dr. Tait in the second term on Social Psychology, in both cases the fee to be \$10.00 per lecture. When I negotiated with Dr. Tait I believe it was not definitely decided that he would return to the University. I should be glad if you would advise me whether the arrangements made with Dr. Tait *by the University* include his services in connection with this Department.

Yours truly,

*J. Howard T. Falk*  
Director.

*Red Montreal  
values that  
arrangement  
made - their  
own*

McGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR WILLIAM PETERSON, CHAIRMAN  
DR. F. D. ADAMS  
W. M. BIRKS, ESQ.  
DR. WILLIAM CALDWELL  
PROF. J. A. DALE  
DR. D. J. FRASER  
DR. OSWALD HOWARD

DIRECTOR: J. HOWARD T. FALK  
OFFICE: ARTS BUILDING, TEL. UPTOWN 5920

August 21st, 1919.

Dr. F. D. Adams,  
Acting Principal,  
Principal's Office,  
McGill University,  
Montreal.

Dear Dr. Adams:

I have to acknowledge your favour of the 18th instant, advising me that you were kind enough to bring before the Finance Committee the matters which I took up with you in my letter of July 5th.

I am extremely grateful to you for doing this, and it is most encouraging to find the Finance Committee ~~was~~ willing to help. I hope I did not suggest that the deficit should be met by the Finance Committee. I feel that the Department ought to try to finance itself during the ~~first~~ three years. The specific pledges to the Department only amount to \$300.00 per annum, and I think it should be possible to increase this amount. Furthermore, I feel that I underestimated the amount which will be received through fees. It will be my endeavour to make it unnecessary for the Finance Committee to subsidize the Department from the general funds of the University.

Yours sincerely,

*J. Howard T. Falk*  
Director.

18th. August, 1919.

J. Howard T. Falk, Esq.,  
36 Durocher St.,  
Montreal.

Dear Mr. Falk:-

I brought before the Finance Committee at a recent meeting certain proposals which you made to me in your communication of July 5th.

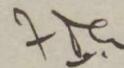
You will hear from Mr. Glassco with reference to these matters, but in the meantime I may say that:

- (1) Arrangements will be made for you to have a suitable room in the Molson Hall.
- (2) Arrangements will be made whereby students of the Social Service Department will be admitted to the courses now offered in the School of Commerce in the subjects of Elementary Economics and Industrial History.
- (3) The Finance Committee will also endeavour to make arrangements for the deficit of \$1850 which appears in your budget for the coming session.

With best wishes, I remain,

dear Mr. Falk,

Very sincerely yours



Acting Principal.

*Chairman's Copy*

MCGILL UNIVERSITY

Social Service Department.

Meeting - Committee of Corporation -  
October 2nd, 1919

✓ AGENDA

✓ MINUTES

DIRECTOR'S REPORT

- Last Years Financial
- Last Years Work
- This Years Courses
- This Years Estimates
- Fees to School of Commerce
- Fees to School of Physical Education

NEW BUSINESS

- Applications for Bursary Fund
- Appointment of Miss Helen Reid  
to Corporation Committee
- C.O.S. students. Dawson Course.

M c G I L L U N I V E R S I T Y.

Receipts and Disbursements.

Department of Social Service from July 1st, 1918,  
to June 30th, 1919.

Oct. 1st, 1919.

RECEIPTS

Fees		\$1280.50
Gifts:		
Miss Van Horne	\$100.00	
Mrs. W. W. Reford	200.00	
Miss H. R. Y. Reid	<u>10.00</u>	310.00
Contribution from Joint Board of the Theological Colleges		2000.00
Contribution from McGill Graduating Society		<u>1000.00</u>
		4590.50

DISBURSEMENTS

Salary of Director (11 months)	3208.26	
Salary of Miss L. C. Phinney	25.00	
Salary of Stenographer (6 $\frac{3}{4}$ months)	140.55	
Advertising	136.44	
Janitor's services	40.00	
Books	61.25	
Printing	51.05	
Stationery	122.48	
Postage	61.00	
Furniture	154.63	
Travelling Expenses	143.45	
Miscellaneous	<u>102.42</u>	<u>4246.53</u>
Surplus	\$	343.97

MC GILL UNIVERSITY

Social Service Department.

Estimates, 1919-20

EXPENDITURES

Director's Salary	\$3500.00	
Sten. Sec. "	480.00	
Lecturers Fees as per statement attached	<u>1070.00</u>	\$5,050.00
Advertizing	150.00	
Print. Stat. Post.	225.00	
Books & Period'ls	100.00	
Charts, Diagrams & Slides	150.00	
Director's attend- ance Nat'l Conf.	175.00	
Office Equipment	150.00	
Miscellaneous	<u>50.00</u>	<u>1,000.00</u>
		\$6,050.00

RECEIPTS

Joint Board Theol. Colleges	2,000.00	
Graduates Society	1,000.00	
Individual Pledges	300.00	
Full Course Fees, say 10 at \$40.00	400.00	
Extension Courses	500.00	
Partial Students	<u>100.00</u>	
	4,300.00	
Balance Forward	250.00	
Deficit	<u>1,500.00</u>	<u>\$6,050.00</u>

LECTURERS FEES

Course 3, Prof. Derick	\$250.00		+	
4, Mr. J. B. Dawson	130.00			
5, Prof. Caldwell	120.00		+	
6, Dr. R. Powell	120.00			
7, Mr. J. Bradford	75.00			
8, Dr. Tait	150.00		-	
9, Dr. Jones	150.00			
10, Mr. Rose	<u>75.00</u>			
	\$1,070.00			

SOCIAL SERVICE DEPARTMENT COMMITTEE:

Meeting of the Committee, on Tuesday  
February 3rd, 1920., at 3 p. m.

---

A G E N D A:

Minutes:

Director's Report:

Finance  
Examinations  
Registration.

New Business:

Next year's programme.

M c G I L L U N I V E R S I T Y.

Receipts and Disbursements for Department  
of Social Service, from 1st. July, 1919,  
to Jan.31st, 1920.

DISBURSEMENTS

Salary of Director	\$2,145.81	
Salary of Stenographer	254.50	
Salary of Stenographer for outside associations	75.00	
Printing, Stationery, & Postage	251.06	
Advertising	84.77	
Charts, Slides, etc.	35.00	
Furniture	146.87	
Equipment of Reading Room, A/c No.1	35.95	
Typewriter	92.50	
Hankin Book Fund	100.00	
Miscellaneous	<u>80.97</u>	\$3,302.43

RECEIPTS

Balance on hand July 1, 1919	438.47	
Fees Received	1,065.75	
Payment for Stenographer for outside associations	25.00	
Joint Board of Affiliated Theol. Colleges (Part Year)	1,000.00	
Subscriptions towards purchase of Reading Room Equipment -		
Mrs. R. W. Reford \$100.00		
Mrs. Arthur Drummond <u>100.00</u>	200.00	
Subscription towards maintenance of the Department, Mrs. R. W. Reford	<u>200.00</u>	<u>2,929.22</u>
Excess of Expenditure over Receipts .....		\$373.21

HALF YEAR EXAMINATIONS.

Dr. Hemmeon - Economics; Dr. Caldwell - "Social Ethics";

Dr. Powell - "Social Aspects of Disease"; Mr. Bradford - "Social  
Development of a Community";

Mr. J. B. Dawson - "Treatment of Poverty".

Social Service Dept. Students.

	<u>Econ.</u>	<u>Ethics</u>	<u>Disease</u>	<u>Poverty</u>	<u>Soc.Dev.</u>	<u>Max.500</u>
Oughtred	85	80	82	86	92 1/3	425 1/3
Hay	55	85	65	53	92 2/3	350 2/3
Friedman	50	57	77	65	95 1/3	344 1/3
Williams	44	66	70	56	80	316
Fleet	57	56	61	53	83 2/3	310 2/3
Duncan	42	59	71	52	89	313
Ballantyne	f.34	72	51	49	86 1/3	292 1/3
Warren	48	52	56	42	80	278
Parkins	f.36	50	58	40	90 2/3	274 2/3
Robson	Excused	80	50	f26	74	230
		(f. - failed)				
			<u>Partial Students:</u>			
Smith	-	48	58	f 25	81	

Hannah	Did not write, account of illness
Stevenson	Did not write
Lambert	Did not write
Ewing	Did not write
Goldstein	Did not write

Theological Students:

	<u>Disease</u>	<u>Soc.Dev.</u>	<u>Poverty</u>
Adair	58		
Aidy	63		41
Barnes	52		f19
Dilts		65	f25
Gaukrodger			57
Grosjean		91 1/3	
Krzysinski		68	
Livingstone		82 2/3	
Lloyd		68 2/3	
Marsh	51	68	f23
Mitchell		85	
Oliver		66	
Perkins		82 1/3	
Servage	56	67	f 23
Vey		74	f 32
Townsend			f 39
Parkes			f 29

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Registration:

Number of students registered in Extension Course ..... 113  
No. of students registered in all Certificate Courses ... 108  
Full Time Certificate Students ..... 11  
Theological Students ..... 28

Amount rec'd in fees ..... 1,065.75

Amt. owing ..... 168.75

DEPARTMENT OF SOCIAL SERVICE

.SESSION 1920-21.

DIPLOMA AND CERTIFICATE COURSES:

1. Principles of Sociology. Dr. William Caldwell  
Basis of Society - The Family as a Social Unit -  
The State - The Individual in Society - One Hour. *deleted*
2. Industrial History: Dr. Hemmeon  
The Craft Guilds - The Industrial Revolution - The Trades  
Unions and Recent Developments. One Hour. *not in  
after-*
3. Principles of Economics: Dr. Hemmeon  
Discussion of Elementary Principles - Analysis of Production,  
Exchange, Distribution, and Use of Wealth. One Hour. *an*
4. Heredity and Environment: Prof. Derick.  
Phenomena of Development - Influence of Environment - Heredity -  
Mental Defect. One Hour.
5. Social Psychology Dr. Tait.  
The Psychological Aspects of Society, with special reference  
to the Abnormal Mind in so far as it affects the Social  
Organism. One Hour. *deleted*
6. The Treatment of Social Maladjustment: Mr. J. B. Dawson.  
Poverty and Social Life - Social Case Work - Types of  
Dependency - Preventive Measures through Community Effort.  
Two Hours. *deleted*
7. Child Welfare: Mr. J. H. T. Falk  
Conditions Necessitating Intervention on behalf of the Child -  
History of Child Welfare Work - Policies - Special Requirements  
of Laws relating to the Dependent, Neglected, Delinquent and  
Defective Child - Child Welfare Programs. One Hour.
8. Social Development of a Community:  
Rural One Hour First Term *deleted*  
Urban One Hour Second Term.
9. Crime, Punishment and Reform: Warwick Chipman, K. C. *deleted*  
Principles, Theories of Criminal Causation - History of Penology  
One Hour.

10. Housing and Public Health:

Housing, Sanitation, and Preventable Diseases. One Hour.

11. Organization and Administration:

Mr. J. H. T. Falk.

Organization and Administration of Local Agencies, from the standpoint of Boards of Management, Executive Control, Publicity and Finance. One Hour First Term.

12. Social Statistics and Social Research:

Collection, Value and Use of Statistics, with special reference to Social Research. One Hour Second Term.

*Public not paid for - Mr. J. H. T. Falk*

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Recreation:

The Theory and Organization of Play:  
Arranged for Students entering the Social Settlement Field, with the School of Physical Education.  
Extra Fees.

---

Diploma Students required to take Courses 1 to 12 inclusive.

Certificate Students " " " Courses 6 to 12 inclusive and 1 and 2.

Fees. \$50.00 for Diploma Course  
\$45.00 for Certificate Course.

Partial Students admitted to Courses as auditors at a fee of \$7.50, and Courses 11 and 12 at a fee of \$5.00

Diploma and Certificate Students are required to give Nine Months to the Course, from October 1st. to June 30th. Lectures will occupy most of the time from October 1st. to the middle of April; May and June will be devoted exclusively to Field Work.

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Estimated Disbursements.

Cost Courses 1, 2, 3, 4, 5, 8, 9, 10, \$2.50 each	-	\$2,000.
Course 6		350.
Course 12		<u>150.</u>
Director's Salary		3,750.
Secretary-Stenographer		1,000.
Advertizing		150.
Printing, Stationery, and Postage		250.
Travelling Expenses		150.
Books, Periodicals, Charts, Slides, etc.		150.
Miscellaneous		<u>50</u>
		<u>\$8,000.</u>

Receipts

Theological Colleges	\$2,000.	
Graduates	1,000.	
Pledges	300.	
Fees	<u>1,200.</u>	<u>4,500.</u>
Deficit	- - -	<u><u>\$3,500.</u></u>

McGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

DR. F. D. ADAMS, ACTING CHAIRMAN  
W. M. BIRKS, Esq.  
DR. WILLIAM CALDWELL  
PROF. J. A. DALE  
DR. D. J. FRASER  
DR. OSWALD HOWARD

DIRECTOR: J. HOWARD T. FALK  
OFFICE: ROOM 18 ARTS BUILDING, TEL. UPTOWN 5920

May 31st, 1920.

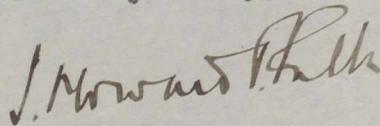
Dr. F. D. Adams,  
Acting Principal.

Dear Dr. Adams:-

Confirming our conversation of Saturday morning, I beg to advise that I shall appoint Miss Violette C. Lafleur, formerly student in this Department, and a student at the Boston School of Social Work, as Secretary to this Department from September 1st, 1920.

I shall advise Mr. Glassco of the appointment.

Yours very truly,



Director.

McGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR WILLIAM PETERSON, CHAIRMAN  
DR. F. D. ADAMS  
W. M. BIRKS, ESQ.  
DR. WILLIAM CALDWELL  
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DR. D. J. FRASER  
DR. OSWALD HOWARD

DIRECTOR: J. HOWARD T. FALK  
OFFICE: ARTS BUILDING, TEL. UPTOWN 5920

July  
Fifth,  
1919.

Dr. F. D. Adams,  
Acting Principal, McGill University,  
Engineering Building,  
Montreal, Que.

Dear Dr. Adams,

In compliance with your request, I am confirming some of the matters which came under discussion between us ~~this~~ noon.

The Advisory Committee (See memorandum attached for personnel) at its meeting on June 24th passed the following resolutions:

Moved by Miss Reid, seconded by Mr. J.B. Dawson, that it be recommended that if possible students of the Social Service Department be admitted to the Course now offered in the School of Commerce in the subjects of Elementary Economics and Industrial History.

Moved by Miss Hurlbatt, seconded by Miss O.Z. Delaney, that the Committee recommend that arrangements be made, if possible, with the Department of Philosophy for a course in Social Psychology and ethics of Social Questions.

The Director was instructed to seek the help of the Acting Principal in securing the co-operation of the Arts Departments concerned.

In reference to the Courses in Industrial History and Economics, may I refer you to page 155 of the calendar.

I have acquainted you with the desire of the Social Workers' Club to be permitted to use the office accommodation of the Department as headquarters where social workers may meet and may read current sociology magazines and any books which the Department may own. It is under-

*Calendar  
p 155*  
*To this  
new course?*

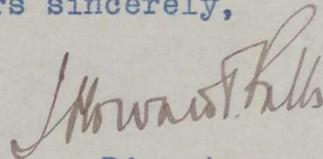
- 2 -

5th. July, 1919.

Dr. F. D. Adams.

stood that I will approach Dean Moyse directly in  
this connection.

Yours sincerely,

A handwritten signature in cursive script, appearing to read "Howard Kells".

Director.

JHTF-RG.  
Enclosure.

McGill University.

Department of Social Service - Advisory Committee.

Professor J.A.Dale, Chairman	Corporation of McGill University.
	United Theological Colleges.
Mr. Howell	The Graduates' Society.
Mrs. Howell	The Alumnae Society.
Miss Ethel Hurlbatt	The Royal Victoria College.
Professor Carrie Derick	The Local Council of Women.
Mrs. Wechsler	The Jewish Federation.
Miss Delaney	The Royal Victorian Order of Nurses.
Miss Jamieson	The Young Women's Christian Association.
Mr. John Bradford	The Young Men's Christian Association.
Mr. Albert Chevalier	The Municipality.
Mr. Owen Dawson	Case Working Agencies-Committee of Sixteen.
Mr. John B. Dawson	Charity Organization Association.
	The Committee of Sixteen.
Miss Helen R.Y.Reid	The Patriotic Fund.
Mr. S. H. Elliott	The Pensions Board.

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR WILLIAM PETERSON, CHAIRMAN  
DR. F. D. ADAMS  
W. M. BIRKS, Esq.  
DR. WILLIAM CALDWELL  
PROF. J. A. DALE  
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DR. OSWALD HOWARD

DIRECTOR: J. HOWARD T. FALK  
OFFICE: ARTS BUILDING, TEL. UPTOWN 5920

July  
Fifth,  
1919.

Dr. F. D. Adams,  
Acting Principal, McGill University,  
Engineering Building,  
Montreal, Que.

Dear Dr. Adams,

You will find attached the following statements which may help you to realize the state of the Department and which can be perused at your leisure:

1. Memorandum of a conference between Professor Dale and myself on August 15th, 1918, ten days after my arrival in the city.
2. Names of the Advisory Committee appointed on the authority of the Committee of Corporation.
3. Original announcement of the Department.
4. Copy of circular letter sent to the Directors of Schools of Philanthropy in other cities.
5. Memorandum from myself to Members of the Board of ~~Cooperation~~ Theological Colleges with an outline of the course to be taken by Theological students.
6. A statement of receipts and disbursements in connection with the Department from 1st July, 1918, to June 20th, 1919; also an estimate of the expenditures for 1919-20.
7. An interim report of the Director to the Committee of Corporation March 14th, 1919.
8. Is covered by the announcement of the Department in the calendar for the coming session to be found on page 164 of the calendar.
9. Copy prepared for a special announcement of extension courses, which is self explanatory.

I should add here that plans are under way for another

5th. July, 1919.

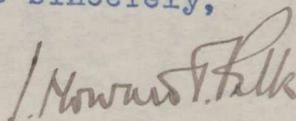
Dr. F. D. Adams.

extension course in Comparative Municipal Government in co-operation with Mr. F. C. Wright, Editor of the Canadian Municipal Journal.

10. Material in connection with the Montreal Council of Social Agencies, which is self explanatory, and which work is being done by myself this summer, and should help to prepare the ground for the establishment of the Department on a firmer basis in future years.

May I repeat my thanks for your kindness in giving me time to set the work of the Department before you so soon after your arrival.

Yours sincerely,



Director.

JHTE-RG.  
Enclosures.

Confirmation of conference between Professor J.A.Dale and the Director Mr. Falk Thursday Aug. 15th. 1918.

1. Name Professor Dale informs that final decision of Committee was that it should be called the Department of Social Service.
2. Relation to faculty of Arts Prof. Dale informs that the Dept. is separate from the Faculty, but that the Faculty will cooperate fully in allowing students in the Dept. to attend such Arts lectures as the Dept. may advise.
3. Qualifications for admission to courses. Prof. Dale concurs with Director in thinking that for the present time all should be admitted, who can show reasonable evidence of being able to benefit by the courses offered.
4. Diploma Course. Prof. Dale informs that the Chairman does not expect organization of a diploma course during the first year, and advises that no effort need be made to accomplish this, but that credits toward a diploma should be allowed to students taking courses this year.
5. Theological Students. Prof. Dale informs that the Dept. is expected to carry on the field work offered these students by Mr. John Bradford of the Y.M.C.A., and that Prof. Caldwell will continue to lecture to this group in applied Sociology, which lectures can be supplemented by other lectures arranged for by the Dept. if agreed to by Dr. Smyth chairman of the Board of Studies of United Colleges.
6. Special Lectures from other Professors. Prof. Dale concurs in suggestion of Director that he should approach Professors in other Faculties with a view to obtaining their services for special lectures; e. g. Prof. Lee Faculty of Law for Lectures on Laws affecting Social Workers.
7. Scholarships and Bursaries. Prof. Dale agrees with Director that some are necessary, and the Director may discuss same with possible benefactors.
8. Stenographic Service and Library. Prof. Dale will negotiate in regard to the services of a stenographer, and authorizes Director to ask the Library Staff to copy section of index in which the Dept. is interested.
9. General Policy. The Director understands from the conference with Professor Dale that it is the desire of the Committee that the Director should spend the first year,
  1. in getting thoroughly familiar with the social organizations and resources of the community.
  2. supervising the field work of the students.
  3. organizing a number of courses of lectures in applied sociology, to be completed in the two terms of the first year.

further that it is the desire of the Committee that the Social Service Department should grow to be the centralizing force in the Community social work; should take the lead in research work, and should attempt

2.

to interpret social conditions in Montreal not only to the students in the Department, but also to the whole community.

The Director will expect during the first year to lay plans for the commencement of a two year diploma course in 1919/20, which will complete the three year trial period of the department.

Director.

Committee

McGill University.

Department of Social Service - Advisory Committee.

Professor J.A. Dale, Chairman	Corporation of McGill University.
	United Theological Colleges.
Mr. Howell	The Graduates' Society.
Mrs. Howell	The Alumnae Society.
Miss Ethel Hurlbatt	The Royal Victoria College.
Professor Carrie Derick	The Local Council of Women.
Mrs. Wechsler	The Jewish Federation.
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	The Committee of Sixteen.
Miss Helen R.Y. Reid	The Patriotic Fund.
Mr. S. H. Elliott	The Pensions Board.

# McGill University

## Department --- *of* --- Social Service

SESSION 1918-19



### Committee

SIR WILLIAM PETERSON, *Chairman*

DR. F. D. ADAMS	W. M. BIRKS, ESQ.
DR. WILLIAM CALDWELL	PROF. J. A. DALE

*Director* - MR. J. HOWARD T. FALK

<i>Office</i>	- - - -	West Wing, Arts Bldg.
<i>Office Hours</i>	- -	10.00 a.m. to 12.00 noon
<i>Telephone-</i>	- - -	Uptown 5920

# McGill University

## DEPARTMENT OF SOCIAL SERVICE

Season :: 1918-19

---

ON account of the fact that the Director of the Department has only recently arrived in the city, and because of the desirability of ascertaining accurately both the needs of the community as to instruction in social work and the sources of supply for instruction in special phases of social work, it has been decided to limit the activity of the department in its first year to meet certain well-defined and known needs, and to use to the best advantage the time set free by this limited activity in order to lay well the foundations for a thorough and complete course of instruction commencing in the year 1919-20.

Consultation with some of the active social workers in the city and with others interested in social problems, reveals an immediate need for a rather general course, such as would give those attending it a correct general knowledge of social problems in Canada, and the methods and agencies employed to cope with them, both in this city and elsewhere.

Some Clergymen, Theological Students, Y.M.C.A. and Y.W.C.A. workers, Volunteers in social work, Members of Boards of Charities, and District Nurses have all expressed a desire to attend such a course. Few in the groups indicated would be in a position to give much time to study, and it is felt that one lecture a week throughout the University year will best meet their convenience.

The lectures in this general course will be given on Tuesday evenings, commencing October 22nd, at 8.00 p.m. in Room 7 of the Arts Building, but the place of meeting may be changed when the weather becomes more inclement. The fee for this course will be Ten Dollars.

### SPECIAL COURSES.

To meet the special needs of different groups, subject to a registration of not less than ten in each course, an effort will be made to arrange for certain special courses of about ten lectures each, the Fee for which will be Five Dollars per course. These courses will be as follows:—

- A. The Family and Case Work.—R. C. Dexter, M.A.
- B. The Social Development of a Community, Urban and Rural.—  
Mr. John Bradford.

C. Industrial Problems of To-day.—

D. The Practice of Government and the Responsibilities of Citizenship.—

### **SPECIAL STUDY CLASS.**

The Director is prepared to devote considerable time to directing the studies and field work of a limited number of those who may register for the general course. During the session the department will make a survey of the social agencies of the City and Province and will publish a report as a result of the survey. The survey will be conducted under the supervision of the Director by those students who register in the special study class, and it will afford an unusual opportunity for studying social problems and agencies. Applications for admission should be made at once to the Director, and will be considered in order of application.

A certificate will be issued to students in this class, who take in addition such special courses as may be offered.

### **DIPLOMA COURSE.**

In 1919-20 a two-year Diploma course will be commenced, requiring the full time of students taking the course, and giving a complete training in the theory and practice of social work. Through the generosity of a Montreal citizen, the sum of one thousand dollars has been donated to the Department for Bursaries or Scholarships for students not otherwise financially able to take the diploma course.

### **REGULAR ARTS COURSES AND EXTENSION COURSES**

Students wishing to take any of the regular Arts courses in the departments of Economics, Philosophy, or English, or to take any of the Extension courses, should consult with the Director.

### **APPLICATION FOR ENROLLMENT.**

Application should be made in person or by letter as soon as possible to the Director, who may be seen at his office in the west wing of the Arts Building, from 10.00 A.M. to NOON, except Saturday. Applicants should indicate the courses which they desire to take.

## DESCRIPTION OF COURSES

### GENERAL COURSE.

#### **1.—Social Problems, Methods and Agencies. Approx. 30 Lectures The Director and Special Lecturers**

The field of social work; the growth of organized effort; case work, main principles, the machinery of, confidential exchange, records, etc., the causes of poverty, economic, personal, social, direct and indirect; specific problems, character failing, the homeless transient, widowhood, the aged and incurable, the feeble-minded, illegitimacy and immorality, housing, unemployment; disease, general, tuberculosis, venereal; district nursing; preventive work; public health, recreation, social settlements, industrial welfare work; special war problems, the soldier's family, the war pensioner; re-education; child welfare, saving baby life institutions or foster homes, juvenile courts and probation, neglected children; charitable finance; the control of private charities.

### SPECIAL COURSES.

#### **2.—The Family and Case Work. Approx. 10 Lectures. R. C. Dexter, M.A.**

Tuesday mornings, commencing October 22nd, at 11.00 o'clock.

A sketch of the principles of work with families in need; the historical and ethical bases of family life; dangers to the integrity of the family; the principles of social diagnosis and the methods of rehabilitation; types of social problems to which the case work method of diagnosis and treatment may be applied. For students so desiring field work may be undertaken in connection with the work of the Montreal Charity Organization Society.

#### **3.—The Social Development of a Community, Urban and Rural Mr. J. Bradford**

Will be given during the second term.

A study of modern community life and organization; problems presented by present-day conditions; methods of co-operation between agencies in meeting problems and improving conditions. Community surveys; recreation and amusements; organization and conduct of social and recreational centres; boys' clubs; the church program for young people.

#### **4.—Industrial Problems of To-day; and 5.—The Practice of Government and the Responsibilities of Citizenship**

Details not yet arranged.

McGill University

Department of Social Service.

A memorandum from Director Falk to Members of the Board of  
Corporating Theological Colleges.

The Director wishes to suggest that Theological students should be required to give one hour weekly in each of their three years to Social work, as a minimum.

The Director suggests that in the First Year students should be required to take the course which will be given yearly and which is being given this year as an extension course and which probably will be continued as such, entitled "Social Problems, Methods and Agencies". The object of this Course, which is planned particularly for volunteers in social work not experts, is to give a comprehensive view of the social problems of any community, outlining social agencies which exist for dealing with these problems locally and suggesting agencies which ought to exist if they do not exist, and outlining methods employed locally and comparing with methods employed elsewhere.

In the Second Year the Director suggests they should be required to take one of the regular courses of the Department for full time students, entitled "Treatment of Poverty". The justification for requiring theological students to take this course, is I think that no congregation can completely absolve itself from the responsibility of caring for its own poor and not infrequently is it necessary to assume responsibilities for the care of the poor outside of the congregation. Without the proper guidance of the minister of the church much relief work may be done by its members with the best intentions and the worst results. I speak from ten years experience. An additional reason for requiring this course might be found in the fact that clergymen are pre-eminently good people to act as chairman of the district committees of the outdoor relief agencies.

In the Third Year the Director suggests that they should be required to take the half course in community development and the half course in either "social aspects of disease", "crime or delinquency" or "laws affecting social workers". I think an option might be given as to one of these three.

## S O C I O L O G Y.

### A - Social Problems, Methods and Agencies.

A general outline of the different problems which result in the presence of dependents, defectives and delinquents, a description of local agencies and methods and comparison with agencies and methods in other places.

One hour - First Year.

### B - Treatment of Poverty.

Types of Dependents - method of diagnosis and treatment - inter-relation of causes - the confidential exchange - the case conference - the use of volunteers - types of agencies.

One hour - Second Year.

### C - 1-Community Development.

The church in relation to social life - recreation and the problems of leisure - the boy problem - the rural problem - settlement and social centres - community surveys.

One hour (first term) Third Year.

### C - 2-A-Crime and Delinquency.

The history of penal reform - modern treatment of criminals and delinquents; correction farms, probation, indeterminate sentence, clearing house prisons, etc.

#### 2-B-The Social Aspects of Disease.

Hospitals - Convalescent Homes - nursing - medical social service - what every case-worker should know of disease.

#### 2-C-Laws affecting Social Workers.

Dominion, Provincial, Municipal - vagrancy - wife and child desertion - prostitution and vice - marriage, divorce, bigamy - workmen's compensation - child labor - health - housing, etc.

Option of A, B or C - One hour (second term) Third Year.

NOTE: The courses outlined above will constitute part of the work of one year certificate students in the Department of Social Service of McGill University; in addition this Department will offer the following courses, each year:

One hour - 2 terms - Child Welfare Problems.

One hour - 1 term - Statistics Research and Surveys.

One hour - 1 term - Business Principles in Social Work.

One hour - 2 terms - The Economic Theory of Social Reform.

One hour - 2 terms - Industrial & Social History of modern times.

One hour - 2 terms - Social Philosophy and Social Psychology.

One hour - 2 terms - Principles of Biology.

One hour - 1 term - Comparative Municipal Government.

One hour - 1 term - Public Hygiene.

DEPARTMENT OF SOCIAL SERVICE.

Interim report of Director of work - Meeting, Friday,  
March 14th, 1919.

Lectures:

20 lectures have been given in the Tuesday Evening Course  
by 12 different lecturers.

9 lectures have been given in Mr. Hankin's Friday Evening  
Course.

Outside lectures given by Director.

The Director has given single lectures or addresses to  
20 different outside organizations such as The Dickens  
Fellowship, Peoples Forum, Rotary Club, et cetera, in  
addition to a course of four lectures to the Junior League.

Field Visits to Institutions and Organizations.

14 different institutions or organizations have been visited  
by the Director with a class, and conferences held with the  
executive officials, Committees or Honorary Officers, each  
visit on the average taking about two hours.

Committees and Deputations.

Department Advisory Committee  
Basic Industries Education Committee  
Committee of Sixteen  
Repatriation Committee - Ottawa (Advisory capacity)  
Junior League (Advisory)  
Baby Welfare

Interviews with Social Workers by appointment.

66 different individuals from Montreal, 13 from U.S.A. or  
other parts of Canada. In addition a large number of un-  
recorded visits with people coming without appointment.

Seminar Periods.

Have been held with four students attending the Tuesday  
Evening Course and with three First Year Theological stu-  
dents, and seven Second Year Theological students are now  
taking seminar and inspection work once a week, Wednesday,  
from 2 to 5 P.M.

Department of Social Agencies.

McGill University.

Extension Lecture Course

Social Problems, Methods and Agencies.

a course of twenty lectures

by

Mr. J. Howard T. Falk

Director of the Department.

The lectures will be delivered once a week, commencing at the beginning of October and allowing for a month's interval at Christmas time. They will be given on different days in the week in two or three different parts of the city to suit the time and convenience of those for whom they are intended. (Westmount, The University and Outremont).

The Course is open on payment of a fee of five dollars (\$5.00) to any person who wishes to attend. The first two lectures will be open to the Public without fee.

Registration should be made with the Registrar at McGill University in advance.

The Course in outline.

The History of Philanthropic Effort.

The fundamental principles governing philanthropic effort under modern conditions.

The Economic, Social and Personal Causes of Social maladjustment.

Types of individuals in Social Maladjustment.

Philanthropic Administration, Finance and Publicity.

The lessons of the war inspired Lloyd George to say "you cannot have an A-1 nation with a C-3 population." Philanthropic Effort, whether public or private, concerns itself with the C-3 people are no longer able or can no longer be trusted to look after themselves. Philanthropic Effort can patch and heal indefinitely. Its ability to prevent the A-1 people from sinking into the C-3 class depends on the ability of those who are responsible for the administration of philanthropic work, to correctly diagnose and then faithfully interpret the causes which have produced the C-3 people who come under their care.

The Course offered is planned for members of Boards of Philanthropic Agencies, volunteers and contributors to Social Work, who desire to see their investment of time and money producing the maximum of dividend in increased human happiness.

MONTREAL COUNCIL OF SOCIAL AGENCIES.

List of Montreal's Protestant and Non Sectarian Social Agencies to be covered by survey.

You are earnestly invited to suggest any corrections or additions to this list and return at your earliest convenience to Room 18, ~~Arts Building,~~ McGill University.

- Divisions - 1. The Defective and Sick  
2. The Delinquent  
3. The Dependent  
4. Educational - Recreational

Special Division - Child Welfare

1. The Sick and Defective

- |                   |                                 |
|-------------------|---------------------------------|
| Hospitals General | 6. The Montreal General         |
|                   | 7. The Royal Victoria           |
|                   | 8. The Western                  |
|                   | 9. The Homeopathic              |
| Special           | 10. The Women's                 |
|                   | 11. The Montreal Maternity      |
|                   | 12. The S.A. Maternity          |
|                   | 13. The Alexandra (Infectious)  |
|                   | 14. The Insane (Verdun)         |
|                   | (See also Child Welfare)        |
| The Blind         | 15. The Mackay Institute        |
|                   | 16. The Montreal Association    |
| The Tubercular    | 17. The Royal Edward Institute  |
|                   | The Brewery Mission Summer Home |
|                   | 18. The Grace Dart Home         |
| Incurables        | 19. St. Margaret's Home         |
| Dispensaries      | 20. The Montreal                |
| Nursing           | 21. The Victorian Order         |

MONTREAL COUNCIL OF SOCIAL AGENCIES.

2. THE DELINQUENT

22. The Society for the Protection of Women and Children
23. The Prisoners' Aid Association
24. The Committee of Sixteen
25. The S.A. Home for Girls
26. The Boys' Farm and Training School - Shawbridge
27. The St. Lambert Industrial School

3. THE DEPENDENT

- |                          |  |
|--------------------------|--|
| Homeless Men Transient   | 28. The Old Brewery Mission                  |
|                          | 29. The House of Industry                    |
|                          | 30. The S.A. Industrial Lodging House.       |
| Homeless Women Transient | 31. The Sheltering Home                      |
|                          | 32. The Salvation Army Working Women's Home. |
| Out-Doom Relief          | 33. The Charity Organization Society         |
|                          | The Brewery Mission                          |
|                          | The House of Industry.                       |
| Aged                     | The House of Industry (Old Dolk's Home)      |
|                          | 34. The Church Home for the Aged Women       |
| Immigrants               | 35. Dorchester House.                        |
| Diet Dispensary          | 4. The Montreal.                             |
| Home Work                | 36. The Industrial Rooms.                    |

MONTREAL COUNCIL OF SOCIAL AGENCIES.

4. Educational and Recreational.

- 37. The Young Men's Christian Association
- 38. The Young Women's Christian Association
- 39. The Boy Scouts Association
- 40. The Parks and Playgrounds Association
- 41. The Daily Vacation Bible Schools
- 42. The Griffintown Girl's Club
- 43. The Griffintown Boy's Club.

- Settlements - 44. University  
45. Iverley  
46. Chalmers  
St. Columba

- 58. The Sunday School Association
- 59. Montreal Sailors' Institute

Child Welfare

- Baby Welfare - 47. The Baby Welfare Centres.
- Hospitals - 48. The Children's Memorial  
49. The Montreal Children's  
1. The Foundling and Baby
- Crippled - 58. The School for Crippled Children
- Babies and unmarried  
mothers - 3. The Women's Directory  
50. The Friendly Home  
The S.A. Maternity (c.f. also the sick)  
2. The Sheltering Home (c.f. also the dependent)  
51. The Infants Home  
52. The Presbyterian Home-Notre Dame de Grace.
- Orphans; 1/2  
Orphans,  
Dependent and - 53. The Protestant Orphanage and Convalescent  
Neglected Chil- 54. The Hervey Institute  
dren 5. The Ladies Benevolent  
The S.A. Maternity & Children's Home  
(c.f. above)  
55. The French Protestant Home  
56. Miss Legge's Home - Verdun  
The Foundling and Baby Hospital (c.f. above)  
The Infants Home (c.f. above)  
Old Brewery Mission Summer Camp for  
children.
- Day Nursery 57. The Montreal Day Nursery.
- Working Boys 60. The Boys' Home - Mountain Street.

C O N S T I T U T I O N .

1. NAME           The name of this Organization shall be the Montreal Council of Social Agencies.
2. MEMBERSHIP Any organization in the City, engaged in Social Service is eligible for membership in the Council.
3. REPRESENTATION Each organization shall be entitled to appoint two representatives to the Council.
4. OBJECT        The object of the Council shall be to afford an opportunity to all agencies engaged in social work to realize the relation of their respective functions in the Community and to co-operate in meeting problems of common interest, in developing plans for social betterment and in creating an intelligent public opinion as to social problems.
5. OFFICERS EXECUTIVE AND COMMITTEES.  
  
The officers shall be a President, four Vice Presidents, Recording Secretary and Treasurer. These together with ten others shall constitute the Executive of the Council.  
The Council or the Executive may appoint such standing or special Committees as occasion may arise and define the powers and duties of each.
6. MEETINGS     There shall be a bi-monthly meeting of the Council at such place as the Executive may determine. Special meetings may be called by the President or must be called at the request of three members of the Executive or of 20% of the organizations represented.  
The executive shall meet monthly and at the call of the President or Secretary.
7. FINANCES     Membership in the Council shall not carry with it any financial obligations to the units affiliating as such with the Council, beyond the amount of the membership fee.
8. AMENDMENTS   This Constitution may be amended by a vote of 2/3 of the organizations present at any meeting of the Council, provided that written notice of the proposed Amendment has been submitted at a regular meeting of the Council, at least thirty days previously.

MONTREAL COUNCIL OF SOCIAL AGENCIES.

Financial Survey

To cover

1. As to Individual Institutions

No. of different direct contributors    A. Individual    B. Firms  
Analysis of income as follows -    Government grants  
Direct contributions  
Proceeds of indirect  
methods.  
Interest from Endowment.  
Pay from inmates or  
patients.  
Other earnings.

Book-keeping, vouching, method of collecting money.

2. As to whole group of institutions able to supply information for #1.

A. No. of different direct contributors    A. Individual    B. Firms.

B. Analysis of A. by number of agencies supported by each.

C. Analysis of A. by amount of each contribution, classifying as follows: \$1, 2, 3, 4, 5, 10, 15, 20, 25, 50, 75, 100, 150, 200, 250, 300 and under and over \$300.

D. Analysis of C. showing proportion of total given in each division.

E. Analysis of income for whole group as in #1.

Social Survey

1. Function in relation to Social need and other agencies.

2. Methods employed - Diagnosis and investigation  
Records  
Care  
After care and follow up work.

# THE FEDERATION OF SOCIAL AGENCIES

By Prof. J. H. T. Falk, Director of Social Science, McGill University.

wider public interest in the measure which lack of co-operation has failed to expose.

In a recent number of the "Survey" a cartoon represented two calves tied together and pulling in opposite directions, each trying but failing to reach a bucket of food. After several attempts, they are represented as getting together and saying "let's pull together" and they visit first one pail and then the other, eating together and finishing both pails. Let us imagine in the place of the calves, social agencies and in the place of the two buckets, the Housing Problem and the commercialized vice problem. We know how ineffective measures have been hitherto in Montreal attempting to deal with these two "causes." Is it not possible, nay is not probable, that if all the social agencies of Montreal had combined forces that their aggregate experience and influence attacking first one and then

The magnitude of any branch of industry is seldom appreciated until a combine or federation is affected; the magnitude of the task undertaken by the social agencies of the Province of Quebec is concealed because there are countless agencies each a separate entity self-governing, self-financing, working for the most part in a little world of their own.

The Public Welfare Commission of Manitoba, a Royal Commission of Enquiry, in its report to the Manitoba Legislature in February, 1919, gives some figures for that Province with a population half a million as compared to Quebec's two million which may well stir us into action. The figures refer to institutions and organizations caring for the sick, the poor and the delinquent, but exclude the cost of Provincial Jails or Police Administration.

The capital investment is \$9,740,037.78 made up as follows:

Provincial Government	\$3,959,516.00
Municipal	728,124.50
Private Charity	5,052,397.28

The gross annual expenditure for maintenance is \$2,432,506.26 Less earnings from patients 969,574.03

Net cost to Public or Private Charity 1,462,932.23 It is safe to assume that the cost to this Province of Quebec will not be less than in the Province of Manitoba, and that the proportion borne by private charity will be far higher than in Manitoba.

The purpose of this article and its successor is to suggest that the social work of this Province needs to be taken more seriously.

The human heart is moved to pity at the sight of suffering and it is this natural instinct to help a brother in distress which makes possible the existence of our countless social agencies. The human heart is beginning, however, to recognize that it is kinder to prevent distress than to cure it. Furthermore, the direct expense of caring for the sufferers and the indirect expense incurred by their loss to the community as producers is stirring us to action for economic reasons.

Federation of Social Agencies is of two kinds: federation for co-operative action in regard to social questions and federation for co-operative action in finance. The former can exist in a community without the latter, the latter never should without the former. Federation for social action has in other cities been organized through a Council of Social Agencies and the word "Council" will refer to federation of this kind; federation for finance, which will form the subject of the second article, will be referred to as "Federation."

Because "financial" federation cannot exist without "social" federation, the writer hopes that the business man reader who has started to read this article will bear patiently with a consideration of the latter before being given an opportunity to read of the former which would appear to be of more interest to him.

## WHY DOES A LARGE CITY NEED A "COUNCIL"?

In order that we may clearly understand the need for a council, we should bear in mind the history of the growth of the social agencies of any community. In general one may say that there comes a time in the history of any community when it ceases to be a community of families, all more or less acquainted with each other even though of different social status; and when this time comes those who have the misfortune to become dependent will not necessarily be cared for by relatives or friends. The people who become dependent may be comparative strangers to the community, and is appreciated in the first instance usually by one or two people, probably women, is the existence of an individual for the care of whom, whether a delinquent, a dependent or a defective, no one particular person is willing to be responsible. Then either as a protection to the normal members of the community or out of sympathy for the individual concerned or from both motives, the community through government or private organizations assumes the responsibility of caring for such a person.

Private charitable effort has nearly always blazed the trail for public effort, though this Province seldom seems to have followed the trail, and by the comparison with other provinces in the Dominion and the States of the Union, private effort is left in charge long after the experimental stage has been passed.

It is not unnatural under the circumstances that the growth of the social agencies of a community has usually come without any well thought out general plan; the origin of each individual agency's inception can usually be traced to the accidental arousing of a particular individual's interest in a particular person, representing a particular type of dependent, defective or delinquent. This is not in itself to be considered unfortunate and our dependent classes would have suffered greatly if it had not been for the untiring devotion of individuals to particular causes; but the consequences as communities have grown in size and social agencies in number have been unfortunate.

If we examine for a moment the social agencies of any large community we shall find that they divide themselves naturally into four main divisions:

1. Agencies caring for the sick.
2. Agencies caring for the delinquent.
3. Agencies caring for the dependent.
4. Agencies offering educational and recreational opportunities.

In surveying the social agencies of a community it is customary to adopt a rather different grouping; Child Welfare, for instance, usually is made a separate division and would cover work being done by agencies in all four divisions. For our purpose it will suffice to outline our agencies thus:

The Sick—General hospitals, special hospitals, infectious, tuberculosis, insane, incurable. Convalescent homes, nursing institutions, hospital social service departments.

The Delinquent—Jails, reformatories, institutions for fallen women, prisoners' aid societies.

The Dependent—Outdoor relief agencies, institutions for the aged, homeless adults, children.

Education and Recreation—Playgrounds, Settlements, Boys' and Girls' Clubs.

The fundamental point to be considered is this, that each institution came into existence to meet the needs of a particular type of dependent, but that each type represents a result or effect of social maladjustment. If the responsibility of social agencies is considered as being limited to dealing with the effects of social maladjustment then we may stop our enquiry at this point. So long as there is not waste of effort through duplication or overlapping by different agencies in the same field, there will be no need for common action; but if, as it should be, it is considered just as much the responsibility of our social agencies to attempt to remove the cause of social maladjustment,

then the need for common action at once becomes apparent.

To emphasize this point an analysis of some existing local agencies is permissible. In four columns we have set out the name of the institution, the type of dependent for whose care it was created, the type of care or treatment employed, and lastly a "single cause" or group of "correlated causes," which may have been factors in producing the "type."

NAME.	Type.	Care or Treatment	Cause
The Old Brewery Mission	Homeless men	Temporary lodging	Unemployment
The Women's Directory	Unmarried mothers	Temporary care; Positions; Return to relatives	Seasonal labor. Long hours.
The Day Nursery	Working mother's children	Day care	Low wages.
The Hervey Institute	Half-Orphan Children	Permanent institutional care	Preventable deaths, (Industrial accidents), (Tuberculosis).
Montreal General Hospital	The sick	Temporary institutional care; Doctor and Nurse	Intemperance. Vice.
The University Settlement	The boy or girl without opportunity for legitimate self-expression	Gymnasiums; Clubs; Classes; Dancing; Singing	Bad-Housing Ignorance. Undeveloped sense of community responsibility and resources.

We have said the need for common action one becomes apparent if social agencies recognize the dual responsibility of dealing with both effect and cause. If we examine the first three columns of our table, we shall find each agency dealing with a particular type in a particular way. You could not re-allot the "treatment" indiscriminately to the different types, for instance, "temporary lodging and food" will hardly meet the needs of a man suffering from Pneumonia nor is it desirable to give permanent institutional care to the embryo vagrant. But if we examine the "causes," it will not much matter to which type we assign a particular cause; for instance, unemployment and seasonal labor are just as often factors in producing the type "the working mother" as they are in producing the type "Homeless Men." We cannot attribute any one effect to any one cause, and in all causes all social agencies have a common interest.

We are working on a premise, which is that the social agencies of the community in which a "Council" is being formed, are at least conscious of their dual obligation, even if they have not devoted attention hitherto to the preventive aspect of their work.

Each agency so far as its direction and management is concerned is composed of the volunteers, who serve on its Board of Management and the Executive paid officers who do the work of the agency day in and day out. No agency is ready for admission to a "Council" until both elements are fully alive to the need the co-operation of his agency no matter how enthusiastic a paid executive officer may be about preventive work, he will be helpless to lend the cooperation of his agency unless his board is back of him, because any co-operative movement towards social reform requires time spent by all the agencies represented in the Council.

We must frankly admit that scarcely any measure of social reform has ever been accomplished which did not appear on the surface to be going to "damage" the business of industrial interests of some particular group in the business or industrial world.

The builders of New York City said that the enactment of the 1901 Tenement House Law would stop construction absolutely, experience proved otherwise. Child Labor Legislation has been opposed by particular industries, minimum wage, shop acts, have all had their bitter opponents, and it is hardly likely that a "Council" of agencies could agree upon a co-operative campaign for any special piece of reform work without appearing to hurt the interests, direct or indirect, of some of the people serving on its Constituent Boards.

This must be said, however, Social Agencies are dealing with incapacitated, broken down pieces of human machinery, machinery used or going to be used in adult life in the operation of industry. And industry itself should, not only in the interest of suffering humanity but also from the standpoint of the material prosperity of the nation, require that the social agencies for which it has to provide the entire financial support, should ascertain, reveal and remove by legislation or other action the causes of their incapacitation.

Few, if any, individual agencies, with the limited experience of a single agency to draw from and the limited influence of its individual Board, have the ability or power to present a case for any measure of social reform in such a way as to create a united public opinion or arouse a government to action. Neither must we be so ready to lay the blame upon governments. It has been rightly said that Governments cannot legislate in advance of public opinion, and a government may well be excused for its hesitation in initiating or passing social reform measures, which are asked for by individual agencies, though as a matter of fact there may be a very much

the other would have solved both long before they had reached their present serious condition.

We must imagine at this point that we have in a community a fairly large group of agencies whose Boards of Management are alive to their dual responsibility and whose paid officers are not only alive to their responsibility, but are capable of diagnosing the causes of social maladjustment in the types which come under their observation—given this condition, is it not reasonable? Is it not probable that both Boards of Management and executive officers will begin to find the task of raising money more and more irksome and more and more interfering with the time which they would like to give to the social problems with which they are confronted? We all know of organizations in which almost the entire time of the board is consumed in devising ways and means of finance and carrying out schemes for raising money by indirect methods. When this time comes, then these agencies will willingly accept the offer of a group of business men who will undertake to relieve them of the greater part of the financial responsibility. And then our community or at least those agencies are ready for Financial Federation.

(To be continued.)

# FEDERATION OF SOCIAL AGENCIES

By PROF. J. HOWARD FALK, Director of Social Service at McGill University.

## Article II.—Financial Federation.

Some one has designated the movement towards financial federation as the "Revolt of the Laymen," revolt not against the purpose or method of social work but against the method of finance employed.

That the spirit of "revolt" is abroad is not unnatural. It may be attributed in part at least to the war and in this way; the war required the collection of vast sums for patriotic purposes; the unorganized methods of raising money for pre-war charities, Y. M. C. A. campaigns in brought in a few thousands of dollars, could never produce the millions of dollars necessary for war

the care of which the institution or organization exists.

D. That it publishes annually a statement of its receipts and disbursements, audited by a responsible accountant.

### IT DOES NOT PROHIBIT.

A. The subscriber through Federation from designating the direction and amount of his contribution to individual charities, allowing him absolute freedom of choice in this respect.

B. The subscriber from contributing to agencies not in Federation.

C. Federated agencies from can-

a percentage of his total contributions to a "Reserve Fund," which fund can be used at the discretion of the Federation Board to supplement "designated" contributions when necessary and to meet emergency situations arising during the year, calling for expenditures in excess of estimates in one or more agencies.

It does not encourage federated agencies in the use of the so called indirect methods of finance, bazaars, balls, tag-days, etc.

It does not as a rule undertake to raise money for other than current expenditure for maintenance in contra distinction to special appeals for "Building Funds."

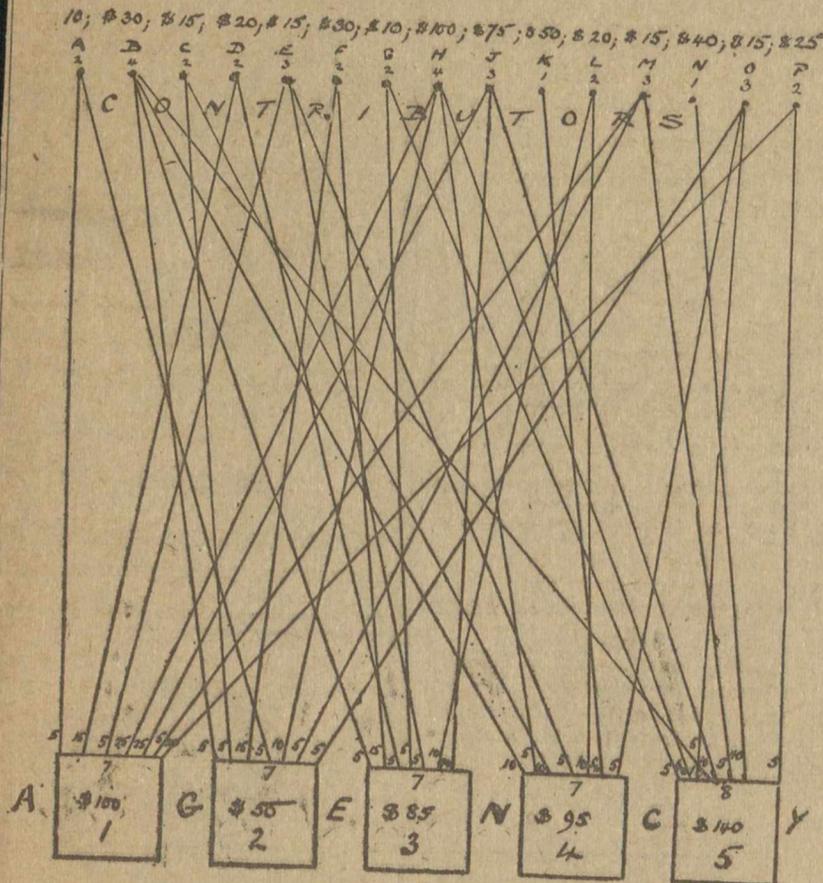
It does not prohibit on the other hand it encourages the individual agencies in Federation to use every legitimate means to educate Federation subscribers and others intelligently through literature, lectures, exhibits, et cetera, as to the nature of their work, but at the same time Federation itself undertakes to submit to Federation subscribers and others a joint report of the work of all agencies in Federation.

The expense of Federation is usually borne from the Reserve Fund, but in the year of inception it is customary for a Special Fund to be raised.

Now let us attempt to graphically represent a condition under present conditions and the same under Federation. For our own purpose let us imagine a very simple community with only five agencies and fifteen subscribers and with each subscriber on the average only supporting about two-fifths of the agencies. Those crossing lines in the first Diagram as we look at them become live lines of communication—appeals, reports, canvassers paid a percentage, busy business men, ladies on foot and in automobiles, cheques, receipts, all crossing each other's path day after day higgledy-piggledy up and down. Contrast this with an exactly similar example under Federation and you have the second Diagram.

Whilst the difference between the chaotic condition under the present system compared to the condition under Federated Finance is marked enough in our example with only fifteen contributors and five agencies. If we were able to graphically portray an actual condition in Protestant Montreal, it would be much more apparent. A conservative estimate would place the number of different subscribers in Montreal at 2,000 giving to 60 different agencies. Each person or firm subscribing on the average to five out of the sixty agencies. This situation graphically depicted would show ten thousand lines instead of the thirty-six in our diagram.

(To be Continued.)



Fifteen subscribers giving 36 subscriptions in support of 5 different agencies amounting to \$470 through Federation.

charities. Y. M. C. A. campaigns in pre-war days had shown what could be done by intelligent effort directed at obtaining cash pledges, and the campaign method has produced year after year many millions of dollars for the Red Cross, the Red Triangle and Patriotic Fund. It is not unnatural, then, now that the war is over, and whilst the memory of successful campaigns is still in mind, that business men should begin to wonder why the time wasting, uneconomic, indirect methods of raising money should be continued for the hundred and one different agencies which comprise the ordinary social work of the city.

To the average business man at first blush it seem sa simple proposition. He imagines that a strong committee of business men could form a committee, ask a group of agencies to submit their budget estimates, conduct a whirlwind campaign and make a distribution of the results, repeating this performance year after year.

### MONEY ONLY A MEANS.

To the socially minded person be "he" man or woman, business man or social worker, the proposition is not quite so simple. Money is not an end in itself, it is but a means to an end; just as the woman who is working to effect the rehabilitation of a family realizes that the money or material relief, which she may give this family, will not of itself effect the rehabilitation of the family and may defeat the very purpose intended, so the socially minded contributor realizes that a high-power collecting machine, though it might produce all the money required and more for all our social agencies, yet might defeat the real purpose of social work in the community, namely, the reduction in human misery and conservation of human efficiency. Furthermore, it should be pointed out that the success year after year of war charity campaigns was due just as much to the efficiency of these war agencies and their obvious necessity as to the efficiency of their machinery for collecting money.

We may safely say that whilst the campaigns might have succeeded once or even twice, they would have ultimately failed if the agencies themselves had not been "delivering the goods." And we may safely say that "federation" of ordinary charities can only continue successfully when each and every agency in federation can completely vindicate the justification for its existence in the community and the methods which it employs.

The purpose of federation is to eliminate waste of time, money and effort, in raising money for social agencies.

The method it employs is a single appeal for an aggregate budget of all the agencies federated.

In elaboration of its policy the following essentials, common to most federations, should be enunciated:

1. No pressure should be brought to bear upon any agency to bring it into federation, beyond the legitimate influence of educating agencies as to the mutual advantages of federation.

2. No agency should be admitted into federation which cannot satisfy certain minima of requirements.

A. That it fills a genuine need in the community.

B. That it fills a need which cannot be adequately filled by some other agency.

C. That the methods employed by it are such as to prevent as far as possible an increase in the type for

vassing from individual persons or business firms, who do not subscribe through Federation.

It does protect subscribers through Federation from being canvassed for subscriptions from individual agencies in federation.

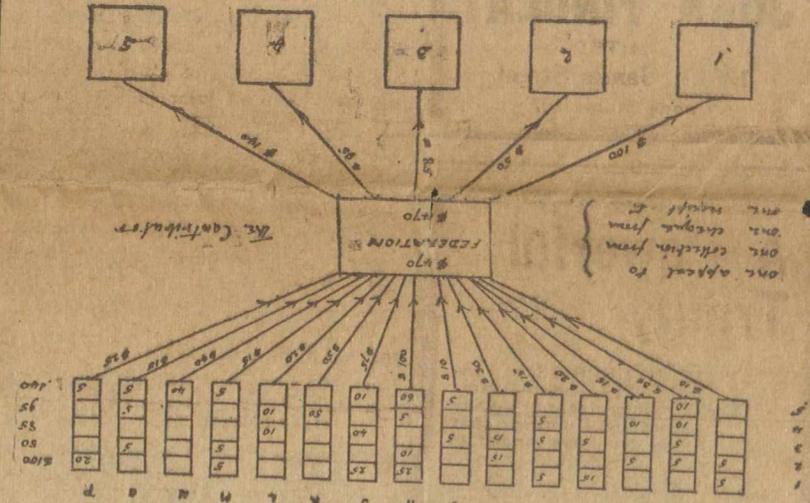
It cannot protect the subscriber from being canvassed by agencies not in federation.

It cannot guarantee to federated agencies the amount of their estimated budgets.

It does encourage each subscriber through Federation to designate

### IMPERIAL LIFE CONVENTION.

The Imperial Life Assurance Company held their annual convention at the Chateau Frontenac, Quebec on Tuesday and Wednesday. The convention was under the supervision of Messrs. J. F. Weston, managing-director; G. C. Moore, assistant general manager; Geo. H. Hunt, superintendent of agencies, of Toronto. Those present from the Montreal selling staff were: Messrs. L. N. L'Esperance, J. G. Fitzpatrick, J. C. Joy, H. M. G. Garden, J. S. Johnston, Ed. S. Gronau, J. S. Sampson, L. Atwell, G. M. Carlin, L. Bishop, A. W. Seamon, H. D. Tooby, W. R. Richards, H. Ostiguy, F. Skelcher, J. S. Smith and E. J. L'Esperance, manager.



Fifteen subscribers giving 36 subscriptions in support of 5 different agencies under the present system, amounting to \$470 in the aggregate.

# FEDERATION OF SOCIAL AGENCIES

By PROF. J. HOWARD FALK, Director of Social Service at McGill University.

## Article II.—Financial Federation.

(Continued)

So far we have considered merely as it were the mechanical convenience and economy of Federation, which important as it is, is by no means the most important phase of its working.

Let us now consider whether the present method of financing diverts money where it is most needed, and most justified; here we must set forth a premise from which to work, namely, that the agency most deserving of support is the agency giving the biggest dividends in the reduction of human misery and inefficiency by both cure and prevention.

The subscriber or investor in social work should be guided as to the direction and amount of his subscriptions by the same factors which decide his business investments. He should assure himself that the Board of Directors are level-headed people with brains, energy and common sense; that the executive management is in the hands of some one especially trained and experienced in that particular kind of work, given which factors he might be reasonably certain dividends would be paid.

In actual fact our social agencies finance themselves for the most part thus:

- 1.—Indirect methods:
  - A—Bazaars and street fairs.
  - B—Teas.
  - C—Card parties.
  - D—Concerts.
  - E—Balls.
  - F—Cabarets, vaudeville and plays
  - G—Tag Days.
  - H—Auctions.
- 2.—Direct subscriptions.

It is not our purpose here to deal with the indirect methods of finance, suffice it to say that no one will deny that a great deal of time and energy and money is used up which in no way directly benefits the agency concerned; and that the person contributing in this way does not have an opportunity to get an intelligent understanding of the work in which he is investing his money.

### THE ANNUAL REPORT.

We may content ourselves with considering the basis upon which the direct contributions are obtained. In the first place, what is the form of "prospectus" laid before the would-be investor in social work; for the most part it consists of the "Annual Report."

Here is an analysis of the annual report of one of the best of Montreal's social agencies. The need for its existence is unquestioned, the method of its operation has few faults, and the character of the building it occupies as perfect as could be desired; yet this is the prospectus it sends to prospective investors, hoping to arouse their interest, and to old investors, hoping to hold their interest.

Total contents, 43 pages, of which—	
Advertisements make up	25 pp.
Lists of contributors, by name.....	7
Financial statement.....	2
Name of agency.....	2
Names of honorary officers-directors.....	2
In memoriam past contributors.....	2-3
"Cold dry" statistics.....	3
Formal minutes of last annual meeting.....	1
	17 2-3
	42 2-3

Last and least, the report of the specially trained executive head, which should have been the most important part of their social prospectus, full of human interest and stories of dividends obtained in increased human happiness and efficiency—13 lines.....

43 pp.

This report is not exceptional. Little wonder we so constantly hear business men say they throw reports in the waste paper basket as soon as they get them.

As to the advertisements we shall be told that they pay for the printing of the report. They may do that, they certainly don't pay the merchant in increased sales. They detract from the appearance and easy reading of the report, and they set up a wrong standard or basis for investment in social work in the mind of the merchant. In addition to annual reports, leaflets and folders are pretty generally used, and if well prepared, are good educative factors.

### WRONG METHODS.

So far as direct contributions, which are not obtained without personal solicitation, they may be divided into three groups:

- A—Obtained by a collector who receives from the agency a percentage of amount collected and usually cannot answer intelligently a question about the agency for which she is collecting.
- B—Obtained by a chief executive officer who is engaged because he is a specialist in social work and not in canvassing for subscriptions.
- C—Obtained by permanently employed financial secretary.
- D—Obtained by members of the board of management or finance committee.

For the first and second methods there is absolutely no justification; for the third there should be no need if the Board will be content to do canvassing of "first" subscriptions and will follow them up by really educative annual reports and other literature year after year. It is the canvassing by Board members, however, that we must consider most carefully. A "first" or "repeating" contributor when canvassed at office or home should be moved to action by his intelligent knowledge of the work of the agency concerned. What in truth are the factors which influence the average business man in his giving when solicited from in person? We know that some men are exceptional and that these men st far as their own personal contributions are concerned and in so far as the contributions of the firm which they direct, set aside each year a certain sum of money for charity and assign it where they think it will do most good; but such men are exceptional. It is no exaggeration to say that the response from the average business man depends more upon the relation existing between himself and the canvasser than on his knowledge of the worthiness or efficiency of the cause for which the appeal is made. If the canvasser happens to be a personal friend or a business acquaintance the chances of a generous response are much increased.

### DECEPTION POSSIBLE.

Boards of Management naturally follow the line of least resistance in making collections and go where the possibilities are greatest, new agencies wishing to build up a list of subscribers, old agencies wishing to increase, invariably draw upon existing lists of people already subscribing elsewhere instead of trying to break virgin ground. This explains

why financial surveys in two cities conducted several years apart, revealed the fact that whilst the total amount subscribed had increased considerably, the number of different contributors had hardly increased at all. That men or business firms, well able to give to social work, can evade their responsibilities under the present system is obvious. A representative of a single agency only knows what Mr. A. gives or does not give to her agency. If Mr. A. says "Mrs. B., I am really awfully sorry, I should like to help your charity, but I have already given more to charity than I can afford or the business can afford," Mrs. B. cannot say that's not true, for the simple reason that she does not know whether it is true or not, but if Mr. C. representing the Federation, approaches Mr. A. and shows him that he only gives \$25.00 to three out of forty agencies, Mr. A. can't "get away" with his excuse. In justice, it should be said that few men intentionally deceive in this way, few men keep a record of their gifts and by the time they have been tagged half-a-dozen times, bought half-a-dozen fifty cent concert tickets and paid for half-a-dozen articles made by other men's wives and bought by their own at bazaars, you cannot blame them, but only the muddle-headed system, for their having a wrong impression as to the extent of their benefactions.

Federated finance sets forth as it were in a catalogue a short but comprehensive description of opportunities for investment in social work. It sends this catalogue once a year to all federated agencies and in one column itemizes the gifts of the prospective benefactors during the previous year. The prospective benefactor can read this catalogue at his leisure and at a time to suit his own convenience and form his own opinion as to the relative merits of the investment opportunities offered and if he prefers not to be called upon at all in his office, he can send his cheque or pledge at once to the Federated Office; even if he does not do this, he at least has had the opportunity of forming an opinion before he is called upon in person, and when he is called upon the claims of no particular agency are urged in preference to any other agency.

Two advantages of federation have so far been dealt with. First, the economy of time, effort and expense in collecting. Second, the increase in intelligence in investment. There is yet a third which is of equal importance.

### MATTERS OF IMPORTANCE.

We have already said that a certain standard of efficiency is usually required of any agency before being admitted into federation. Necessarily at the commencement of federation in any community this standard will be low. Once you have a group of capable business men putting their heads together over the problems of financing a group of agencies, it follows that before long they will want to assure themselves that the maximum dividends are being obtained from the investment made by themselves and by others on their recommendation or endorsement.

Overlapping of effort, assumption by agencies of responsibilities which should rightly be resting on the shoulders of other municipalities or

relatives, hand to mouth buying by large institutions, sympathetic but character destructive care of dependents, all these things become matters of interest and importance to the business man, and before he is himself conscious of how it has happened, he is vitally interested in the "social" needs of the community as well as the "financial" needs of its social agencies.

A discussion of federation without setting forth the objections most commonly raised against it would be incomplete and unfair. The three objections most commonly raised are as follows:

1. That in pooling finances you destroy individual interest and enthusiasm.
2. That it will be a hindrance to the development of new social enterprises.
3. That the elimination of tag-days and other indirect methods of finance will reduce the number of people "interested" in the social work of the community.

There is one fundamental issue which affects the answer to all these objections and that is this: Is an intelligently educated public opinion to be the lever to raise money or is it to be influence and the bewitching effect of "stunt" contrivances for opening up the pockets of rich and poor?

### THE LEGITIMATE LEVER.

Again we must work on a premise which must be that the only legitimate lever is an intelligently educated public opinion. Working from this premise our answer to the first objection will be this, that you release energy from the time wasting business of raising money, which can be used to better effect in many other ways; that the persons whose interest centres on the finances of a charity and who will lose interest when they are not required for this purpose will be no great loss to social work; that real social service in connection with a social agency is capable of arousing and holding the interest of particular individuals to a much greater degree than the business of finance.

In justice to the hundreds of women in all our cities in Canada who have worked year in and year out it should be added that they have been the victims of a system for which no one section of the community can be held entirely responsible. The writer knows well that hundreds of women who at present are forced to spend time on raising money for social agencies through indirect methods would willingly spend their time in more

constructive work, if federation came a reality.

In answer to the second we admit that federation automatically brings about an intelligent supervision of the federated agencies, this being so, if a group of business men see an undeveloped field in social work, if they see that cog is missing in the wheel and every time the wheel goes round there is a jolt and loss of efficiency they will soon find the means of placing the cog in the wheel. We cite a local example, business men won't go on supporting convalescent patients in a hospital at \$3.00 a day and keeping others out of hospital who need hospital care when they realize that the establishment of a convalescent home would enable these patients to be cared for at \$1.50 per day.

In respect to the third objection we admit that a smaller aggregate number of people will be taxed, the elimination of tag-days, bazaars, et cetera, but is it not better to increase the number of people in a community who give, know why they have to give, by one, than to increase it by a hundred men who have been cajoled into buying a tag by a pretty face or sheer persistence on the part of the tagger? Under the present system the man or woman who would gladly give from one to ten dollars a year to the Social Work of the community is faced with this alternative; either he must give it all or nearly all to one agency because most people hate to be thought mean, and they are afraid they would be thought mean if they distributed \$10 between ten different agencies, or they must use the indirect method, knowing that if they buy a concert ticket the agency will get perhaps only one-third of the net proceeds.

Federation has everywhere increased enormously the number of direct contributors, not all of whom by any means designate the agencies to be benefited, preferring that their contributions should go to the reserve fund to be used at the discretion of the Federation Board.

In conclusion, may we suggest that a community is not ready for federation of its social agencies for financial purposes until those agencies have learned to fully appreciate the necessity for co-operation in their social work, and that any attempt on the part of business men to super-impose federation through force may be disastrous and only serve to further delay the day when its social agencies will substitute co-operation for competition.

66  
December  
Fourth  
1920.

J. Howard T. Falk, Esq.,  
Director of Social Service Department,  
McGill University.

Dear Mr. Falk:-

The Principal desires me to  
acknowledge receipt of your letter of the  
3rd instant with report on Sex Hygiene Films,  
and to thank you for the trouble you have  
taken in this connection.

Yours sincerely,

Principal's Secretary.

McGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
W. M. BIRKS, ESQ.  
DR. WILLIAM CALDWELL  
MR. J. HOWARD T. FALK  
DR. D. J. FRASER  
DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

December 3rd, 1920.

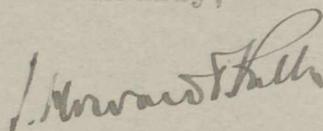
Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

As promised, I beg to submit the report on Sex Hygiene films. There are no others besides the three mentioned:

"How Life Begins" is excellent at all times;  
"Fit to Fight" although a war film, still has its lesson;  
"The End of the Road", I have not seen.

Yours faithfully,



JHFF/VCL.

Director.

Sex Hygiene Moving Pictures-

1. "How Life Begins"
2. "Fit to Fight".
3. "The End of the Road " (for girls)

Obtainable by request at the National Council, Y.M.C.A.

120 Bay Street, Toronto. (Nos. 1 & 2.) no charges.

No. 3. obtainable at <sup>Dominion</sup> National Council, Y.W.C.A. Toronto.

Lecturers.

Dr. Withrow. presents Nos. 1, 2, & 3. rates arranged with him.

(charges approximately \$ 10.00 a day and expenses.)

Dr. Julia Drummond, Montreal, has shown films at Y.W.C.A.

Communications should be addressed to:

Major Fred J. Smith,

120 Bay Street,

Toronto.

SELECTIVE COURSES.

Fundamental Courses which will be given credit for and excused only if already taken successfully in an Arts Course of a recognized University.

1. Zoology 2. p.151. ( 4 hours lab.) 2 hours.
  2. Elements of Botany. ( 4 hours lab) No.2 Dept of Botany p. 125. 2 hours.
  3. Variation, Heredity and Environment No.5 Dept of Botany Arts. p 125. 2 hours.
  4. Elementary Psychology No. 1 Dept of Philosophy p. 148 2 hours.
  5. Social Psychology No.12 Dept of Philosophy, Arts, p. 142 2 hours.
  6. Elements of Political Economy No.1 Dept of Economics, Arts, p. 132. 2 hours.
  7. Principles of Sociology ( given by Dr. Caldwell for Theological Colleges.) 2 hours.
  8. Industrial History ( Given by Mr. Francis Hankin) 2 hours.
- APPLIED SUBJECTS.
9. Treatment of Poverty 2 hours
  10. Public Health and Housing 2 hours.
  11. Child Welfare 2 hours.
  12. Home Economics 1/2 hr.
  13. Social Development of a Community 1/2 hr.
  14. Neuro-Psychiatry 2 hours.
  15. Organization and Administration of Social Work 1/2 hr.
  16. Statistics and Research in Social Work 1/2 hr.
  17. Play and Playground Supervision ( School of Physical Education ) 3 hours.
-

DEPARTMENT OF SOCIAL SERVICE

McGill University.

Memorandum of Staff Conferences held on February 14th and 28th, with the following present:

The Principal, Miss Helen R.Y. Reid, Miss Derick, Drs. Caldwell, Mundie, Styles, and Tait, Messrs. Bradford, Dawson, and Hankin, the Director and the Secretary of the Department.

Agreed:

DIPLOMA COURSE.

Students entering for the Diploma Course will be required to give two years. No student will be admitted without a University Matriculation Certificate or its equivalent.

*Those who have taken 1 year may be allowed to proceed,*

CERTIFICATE COURSE.

Students taking the Certificate Course will be required to give 9 months. Students will be admitted to this Course without a Matriculation Certificate if they are able to show evidence of academic standing sufficient to enable them to take the Course with profit to themselves.

TIME REQUIRED

Diploma and Certificate students will be required to give not less than 12 hours lecture periods per week, in addition to prescribed Laboratory and Field Work.

SELECTION OF COURSES

The Courses taken by a student will be arranged for each student individually according to previous training and experience, and according to a student's interests in social work.

EXTENSION COURSE.

" SOCIAL PROBLEMS, METHODS, AND AGENCIES "

An Extension Course of 20 to 30 lectures will be given on Tuesday evenings at 8 P.M. ; to be arranged by the Lecturing Staff.

*15.00  
8.40 -*

*1809*

SELECTIVE COURSES.

Fundamental Courses which will be given credit for and excused only if already taken successfully in an Arts Course of a recognized University.

1. Zoology 2. p.151. ( 4 hours lab.) 2 hours.
2. Elements of Botany. ( 4 hours lab) No.2 Dept of Botany p. 125. 2 hours.
3. Variation, Heredity and Environment No.5 Dept of Botany Arts. p 125. 2 hours.
4. Elementary Psychology No. 1 Dept of Philosophy p. 148 2 hours.
5. Social Psychology No.12 Dept of Philosophy, Arts, p. 142 2 hours.
6. Elements of Political Economy No.1 Dept of Economics, Arts, p. 132. 2 hours.
7. Principles of Sociology ( given by Dr. Caldwell for Theological Colleges.) 2 hours.
8. Industrial History ( Given by Mr. Francis Hankin) 2 hours.

APPLIED SUBJECTS.

9. Treatment of Poverty 2 hours
10. Public Health and Housing 2 hours.
11. Child Welfare ~~2 hours.~~ 2 hours.
12. Home Economics 1/2 hr.
13. Social Development of a Community 1/2 hr.
14. Neuro-Psychiatry 2 hours.
15. Organization and Administration of Social Work ~~1/2 hr.~~ 1/2 hr.
16. Statistics and Research in Social Work ~~1/2 hr.~~ 1/2 hr.
17. Play and Playground Supervision ( School of Physical Education ) 3 hours.

-----  
*Thro discussion*

DEPARTMENT OF SOCIAL SERVICE.

McGill University.

Estimate for Session 1921-22.

EXPENSES:

Maximun cost of Lectures.

8.	Industrial History-----	\$ 350	Sturkin.
9.	Treatment of Poverty-----	350	Sawson
10.	Public Health and Housing-----	350	Helen Reid.
12.	Home Economics-----	125	Macdonald College.
13.	Social Development of a Community-----	125	<del>\$ 500</del>
14.	Neuro-Psychiatry-----	350	<del>\$</del> <del>expense</del> given free.
		<hr/>	
Director's Salary:	3 months at \$ 2000 p.a.		
	9 months at \$ 1200 p.a.	\$1400	
Secretary's salary-----		1200	
Stenographer ( 1/3 time )-----		300	\$ 2900.
		<hr/>	
Advertisng, printing, postage, stationary, offices supplies & furnishings-----		\$ 600	✓
Travelling expenses-----		150	✓
Books, periodicals, charts, slides-----		100	✓
Miscellaneous-----		100	✓
			\$ 950.
		<hr/>	
			\$ 5500.00
		<hr/>	

125  
350  

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475  
  
3025  
15  

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1525

RECEIPTS

Fees-----		\$ 2000.	✓	3500
Deficit-----		3500.	✓	375
		<hr/>		3875
		<hr/>		2350
				1525
				100
				2025

The Theological Colleges ask for three courses from the Department of Social Service in the University.

(1) A course of one hour a week for the First Year men on 'Principles of Sociology or 'Social Ethics'. The object of this course is defined in the calendar as being

*Philosophy* "To prepare men for the Ministry to understand the great social problems of the day and to give them a good idea of Social Ethics and Social Psychology. The point of view kept in mind is that men are being trained primarily for the Christian Ministry and not merely as Social Workers or Directors of Social Service."

It is recommended that Professor Caldwell continue as Lecturer for next session.

(2) A course of study in City Problems for the Second Year men, to involve one hour a week throughout the session or two hours a week during the first term. The aim of this course is to train the student for the Ministry to observe social conditions, to understand the agencies that are trying to deal with these conditions, such as Social Settlements, Associated Charities, Juvenile Court, etc., etc. This course to include lectures on the social problems of the city and also personal investigation under the supervision of the lecturer. In the event of the Director of Social Service not finding it convenient to give this course, it is recommended that Dr. W. D. Tait be invited to act as lecturer for the session.

(3) A course in Rural Sociology for the men of the Third Year, to cover one hour a week for the session or two hours a week for the second term. The aim of this course is to acquaint students for the Ministry with the problems and opportunities of the country, to enable them to find in a rural parish the opportunity to realise themselves in a life ministry and so prevent their using the country congregation as a mere stepping-stone to a ministry in the town or city, and to qualify them for social leadership, educational and recreational, in the rural community. It is recommended that the Rev. Gordon Dickie, M.A., Secretary of the Provincial Council of Social Service, be invited to give this course during the coming session and that he be offered not less remuneration than \$500.00.

As these courses belong to the Department of Pastoral Training and should be given from the distinctive point of view of training men for the Christian Ministry, it is requested that they be given at Divinity Hall and to classes made up exclusively of students registered in the Theological Colleges.

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Applied Subjects.

- |     |  |          |
|-----|--|----------|
| 8.  | Treatment of Poverty   | 2 hours. |
| 9.  | Child Welfare  | 2 hours. |
| 10. | Social Development of a Community  | 2 hours. |
| 11. | Public Health and Housing  | 2 hours. |
| 12. | Child Hygiene  | 1/2 hr.  |
| 13. | Home Economics   | 1/2 hr.  |
| 14. | Neuro-Psychiatry   | 2 hours. |
| 15. | Organization and Administration  | 1/2 hr.  |
| 16. | Statistics and Research.   | 1/2 hr.  |
| 17. | Play and Playground Supervision<br>(School <del>of</del> Physical Education) | 3 hours. |

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One Year Course.

- |  |          |
|--|----------|
| 1. Biology ✓   | 2 hours. |
| 2. Variation, Heredity and Environment) ✓                    | 2 hours. |
| 6. Principles of Sociology                                   | 2 hours. |
| 7. Industrial History  | 2 hours. |
| 8. Treatment of Poverty                                      | 2 hours. |
| 10. Social Development of a Community                        | 2 hours. |
| 12. Public Health and Housing<br>( to include Child Hygiene) | 2 hours. |
| 13. Home Economics   | 1/2 hr.  |

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14 1/2 hours. ✓

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and

- |                                   |          |
|-----------------------------------|----------|
| 14. Neuro-Psychiatry for Type A 3 | 2 hours. |
|-----------------------------------|----------|

or

- |   |          |
|---|----------|
| 9-15-16 Child Welfare, Organization and Statistics<br>for Types A 1. & A 2. | 3 hours. |
|---|----------|

or

- |  |         |
|--|---------|
| 17. Play and Playground Supervision<br>for Type B. | 3 hours |
|--|---------|

or

- |                                 |          |
|---------------------------------|----------|
| 5. Political Economy for Type C | 2 hours. |
|---------------------------------|----------|
-

Two Year Course.

1st Year.

1. Biology ✓	2 hours.
3. Elementary Psychology	2 hours.
5. Economics.	2 hours.
6. Principles of Sociology	2 hours.
8. Treatment of Poverty	2 hours.
10. Social Development of a Community	2 hours.
13. Home Economics.	1/2 hr.
	<hr/>
	12 1/2 hours.
	<hr/>

2nd Year.

2. Variation, Heredity and Environment ✓	2 hours.
4. Social Psychology	2 hours.
7. Industrial History	2 hours.
9. Child Welfare	2 hours.
11. Public Health and Housing (Child Hygiene)	2 hours.
14. Neuro-Psychiatry	2 hours.
15. Organization and Administration	1/2 hr.
16. Statistics and Research	1/2 hr.
	<hr/>
	13 hours.
	<hr/>
17. Play and Playground Supervision ( in place of 14-15-16, for Type B )	3 hours

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QUESTIONS :

1. Entrance Examination ?
  
2. Field Work: before or after or during ?
  
3. Hours for Lectures ?

66  
DEPARTMENT OF SOCIAL SERVICE

McGill University.

ESTIMATE FOR SESSION 1920-21.

EXPENSES

Lecturing fees:

Courses 1, 2, 4, 5, 10, 11	at \$ 250	\$ 1500.	
Course 7	at 350	350.	
Courses 9 & 12	at 125	250.	
Course 3 no cost (Dr. Leacock allows Social Service Students to take an Arts Course)			\$ 2100
Course 6 donated by Mental Hygiene Committee.			\$ 1350.
Courses 8, 13, 14, 15, and Extension Course given by Director.			1000.

Director's Salary

July and August	at \$ 3750	\$ 625.	
Sept. & Oct	" 4250	708.33	
Nov. to June	" 2000	1333.33	\$ 2666.66

Secretary-Stenographer

Sept. & Oct.	at \$ 75	\$ 150.	
Nov. to June	" 90	720.	\$ 870.00

Miscellaneous

Advertising		200.	
Printing, postage, stationary, etc		350.	
Travelling expenses		150.	
Office supplies & furnishings		100.	
Books, periodicals, charts etc.		150.	
Miscellaneous		114.	

\$ 6700.66

RECEIPTS

Theological Colleges	\$ 2000.	
Graduates	1000.	
Pledges	300.	
Fees	1400.	4700.00

DEFICIT

2000.66

DEPARTMENT OF SOCIAL SERVICE.

Estimate for the Session 1921-22 (approx.)

EXPENSES

Outside Lecturers-based on 1920-21.

Mr. Francis Hankin-Industrial History	\$ 250.	
Dr. Mundie-Neuro-Psychiatry	250.	
Mr. J.B.Dawson-Treatment of Poverty	350.	
Dr. Styles-Child Health	125.	
Miss H.Reid-Public Health & Housing	250.	
-----Home Economics	<u>125.</u>	\$ 1350.
Director's fee	1000.	
Secretary's salary	1200.	
Stenographer(half-time)	<u>540.</u>	2740.
Advertising,printing,stationary, office supplies and furnishings	600.	
Travelling expenses	150.	
Books,periodicals,charts,slides etc.,	100.	
Miscellaneous	60.	<u>910.</u>
		\$ 5000.

RECEIPTS.

Fees \$ 1500.

DEFICIT: to be borne by University 3500.

2000

Finance 7

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
MR. W. M. BIRKS  
DR. WILLIAM CALDWELL  
MR. J. HOWARD T. FALK  
DR. D. J. FRASER  
DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

November 29th, 1921.

Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

I beg to confirm our conversation of the morning of the 24th instant, when you informed me that you would be kind enough to lay the gist of my report to the Committee of Management of the Department before the Board of Governors or the Finance Committee with a view to arriving at a decision in so far as it concerned my own future with the Department in order that I may be in a position to acquaint the Executive Committee of the Montreal Council of Social Agencies with the situation before the Annual Meeting of the Council in January 1922.

Thanking you for your earnest consideration of the needs of the Department and of my own relation thereto,

I am,

Yours faithfully,

*J. Howard Falk*

Director.

JHTF/VCL.

*66 Social Service*  
MCGILL UNIVERSITY  
MONTREAL.

SECRETARY AND BURSAR'S OFFICE.

9th April, 1921.

Dear Mr. Falk,-

The enclosed correspondence, which I send you for your information, is self-explanatory. Kindly return to the Principal when you have finished with it.

Yours very truly,

*APSG/W*

Secretary.

J. H. T. Falk, Esq.,  
Director,  
Dept. of Social Service.

APSG/W.  
Encl.



Wesleyan Theological College  
Montreal

April 5, 1921

Sir Arthur Currie  
McGill University  
Montreal

Dear Sir Arthur Currie,

I submitted your letter of March 28th to the Joint Faculty of the Theological Colleges at its meeting yesterday. It was decided to advise the Joint Board to accept your suggestion in reference to Dr. Dickie and I have no doubt the matter will be arranged as you desire.

Yours very sincerely

*James Smyth.*  
PRINCIPAL

*To Mr. Gleason.*

*To note, please pass to Mr. Falk.  
He will return home.*

JS/MR

*Arthur Currie.*

6000

750

(24)

*6/4/21*

66  
March  
Twenty-eighth  
1921.

Reverend James Smyth,  
Principal, Wesleyan College,  
University Street,  
Montreal.

Dear Dr. Smyth:-

At the last meeting of the Committee of the Department of Social Service of this University Rev. Dr. Fraser submitted a memorandum stating that the Theological Colleges asked for three courses from the Department of Social Service in McGill.

Regarding No.1, the University will arrange for Professor Caldwell to give this course.

Regarding No.2, the Department will arrange for the Director of Social Service to take this course for the next year.

Regarding No.3 - the course in Rural Sociology - in the memorandum it was recommended that the Rev. Gordon Dickie, M.A., Secretary Provincial Council of Social Service, should be invited to give this course during the coming session and that he be offered not less remuneration than \$500.

I would like to affirm formally that it is the intention of McGill to arrange for some well-known educational authority to take the Headship of our Social Service Department. This will not be done because the University is dissatisfied in any way with the manner in which Mr. Falk has organized and directed the Department, but it is felt that the work will grow rapidly in importance and public favour and that Mr. Falk will not have sufficient time at his disposal to supervise the activities of the Department. We have not yet been able to find the man we seek, but we are vigorously prosecuting

Rev. Dr. Smyth

- 2 -

our search. We hope that the Theological Colleges will continue the same measure of support to the Department as they are now giving us.

In connection with Dr. Dickie's appointment, we would like very much to have him on our staff, but we feel that we cannot offer him the sum of \$500. for the course, because that rate of remuneration would be very much higher than is now given to our other teachers in that Department. May I suggest that the Theological Colleges arrange for Dr. Dickie to give the course, deducting the amount suggested from the grant which they have been good enough to donate to our Social Service Department for the past three years.

Yours faithfully,

Principal.

## SPANISH

The course in Spanish must be preceded by courses 1 and 2 in French, or their equivalent.

19. ELEMENTARY COURSE. Grammar and easy reading, with practice in speaking.

20. READING OF MODERN PROSE AND PLAYS, with special drill in speaking and writing Spanish.

21, 22. RAPID READING OF STANDARD MODERN SPANISH TEXTS, with practice in speaking. The material will be chosen from the works of such authors as Valdés, Pérez Galdós, Valera, Pereda. Attention will be given to composition in Spanish, and to writing from dictation.

23. CERVANTES. Don Quixote.

24. THE CLASSIC DRAMA. Lectures on the dramatic literature of the sixteenth and seventeenth centuries, with readings from Lope de Vega, Tirso de Molina, Alarcón, Calderón.

## SOCIOLOGY

PROFESSOR CUTLER (Courses 7, 8, 14)

ASSOCIATE PROFESSOR GEHLKE (Courses 3, 4, 6, 11, 16)

ASSISTANT PROFESSOR COULTER (Courses 1, 2, 5, 9, 12)

1. SOCIAL ORIGINS AND EVOLUTION. Environmental influences on man and the reaction of man on his environment. Relation of man to other animals and the application to human society of the facts of organic evolution. The history of the utilization of natural materials and forces, the domestication of plants and animals, evolution of industry and of societies, the development of social institutions.

2. PRINCIPLES OF SOCIOLOGY. A comprehensive study of the underlying principles of the science of society, including such topics as: types of societies, social psychology, groups and classes, laws of population, marriage, family, growth and modification of group standards, the social basis of the state, religion as a social phenomenon, evolution and progress. Course 1 prerequisite.

3. PRACTICAL SOCIOLOGY—URBAN COMMUNITIES. Modern conditions of housing, sanitation, education, and recreation. Illustrations from local conditions, and comparison of methods of community organization and action. The course is designed to offer a foundation for the study of special city problems.

4. PRACTICAL SOCIOLOGY—SOCIAL PATHOLOGY. Extent and causes of crime and of pauperism. Care and treatment of the delinquent, defective, handicapped and dependent. The work of the course includes the observation of local agencies and institutions. Courses 3 and 4 offer a year's study in the general subject of practical sociology.

5. RACE RELATIONS. A comparative study of peoples. Environmental factors. Societal effects of invasion, colonization, and linguistic fusions.

Race and class struggles. Jingoism. Race relations in mid-European territory and in the far-east. The problem of world peace. Open to Juniors and Seniors.

XX 6. AMERICAN SOCIETY. The assimilation of the foreign element in American population, changes in the distribution of population, employment of women in industry, the negro question, the practice of lynching, and other sociological questions vitally connected with the development of American society. Open to Juniors and Seniors.

7. METHODS OF SOCIAL PROGRESS. A study of efforts to improve social conditions and attain a larger measure of social justice. Community experiments. The development of modern social legislation. The application of the principles of insurance to social problems. Various forms of mutual aid and of philanthropy. Endowments and special foundations. Courses 3 and 4 are prerequisite.

8. THE FAMILY. The evolution of the marriage institution and the family. Status of women. Modern problems of the family. Designed for advanced students in sociology.

9. HISTORY OF SOCIOLOGY. The development of sociological thought, with special reference to the writings of Comte, Spencer, and the later writers of the nineteenth century. For advanced students in sociology.

11. STATISTICAL METHODS. Introduction to methods of measurement in the social sciences. Elementary statistical methods in their application to the problems of description, analysis, and correlation in sociology, economics, business administration, political science. A brief survey of the field of vital statistics and of the work of public statistical bureaus.

12. THE SOCIAL INSTITUTIONS OF RELIGION. Contemporary organizations of religion and worship in the community, their correlations, functions, and problems, as based upon: (1) an examination of the beginnings and evolution of religion, (2) an ethnological survey of Animism, Daimonism, Shamanism and their derivatives, (3) the rise of the church as a societal factor in history. The various organizations for Religious Education, the Y. W. and Y. M. C. A. movements, Federated Church problems, and the modern development of Church Clubs and Young People's Societies.

XX 14. RURAL COMMUNITIES. A specialized course dealing with the social and economic problems of country life in the United States. Changes in methods of agriculture, farm economy, middlemen and markets, rural hygiene, rural survey, community organization, the country school, the country church, rural recreation, village improvement. For Seniors.

16. STATISTICAL RESEARCH. Special social problems are selected for analysis. The material for this course is that offered by the records of administrative departments of government, of the courts, and of social agencies in Cleveland. For advanced students in sociology. Course 11, is prerequisite.

7  
January  
Sixteenth  
1922.

Professor C. W. Coulter,  
Western Reserve University,  
Cleveland, Ohio.

Dear Sir:-

Your letter of January 9th  
addressed to the Director of our Department  
of Social Service has been handed to me  
for reply.

If, and when, any reorganization  
of the Department of Social Service takes place,  
your letter will receive every consideration.

Yours faithfully,

Principal.

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
MR. W. M. BIRKS  
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MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

Monday 16. 1922

Dear Sir Arthur:

This came to hand this morning: I do not know the man, I suspect he was one of the 11 who were applicants when Sir Williams asked me to come here.

Franklin Johnson was the theoretical sociologist who nearly wrecked the Toronto Dept. of Social Service at its inception.

I will write Coulter that I have turned over his letter to you and if you wish to get more information about him can refer you to Cleveland people who should know.

Yours sincerely

J. Howard Falk

WESTERN RESERVE UNIVERSITY  
CLEVELAND, OHIO

DEPARTMENT OF  
SOCIOLOGY

January 9, 1922.

*Prof* H.T. Falk,  
Director, Dept. of Social Service,  
McGill University,  
Montreal, Canada.

My dear Mr. Falk:

Dr. Franklin Johnson spoke to me one evening during the American Sociological Society meeting in Pittsburgh, about the organizing in McGill of a department of Social Service. He had known of my desire, expressed some time ago, to go back into a Canadian University to teach.

I am interested to know if you are planning to require the services of a sociologist to deal largely with the theory of the subject and having little to do with the applied side. Dr. Johnson seemed to think you were making such plans.

I was born in Canada, graduated at the University of Toronto, Victoria College, and secured a Doctorate from Yale. Have had work in the University of Chicago and have taught at Western Reserve University for 7 years. The way things are here now, I can remain here and would be tempted to leave the University only for a Canadian College or University. I have enclosed herewith a catalogue page with courses I am now giving. A XX indicates the courses which I have offered in addition. I should be glad to know if you contemplate such an expansion as Dr. Johnson mentioned.

Yours very truly,

*Charles Coulter*

CWC.M  
Encl.

7 698 Sherbrooke St. W.

Friday.

Dear Sir Arthur

a cursory study  
of the accompanying material  
on University Social Service  
work in England may be  
of help at this critical time  
in our own affairs. The  
University of London in its  
Ratan Tata Department is  
an outstanding instance of

of work of this kind -

The reports of the Joint  
Universities Council for  
Social Studies are also  
interesting -

May I send for these  
reports about Norway  
now as I am expect-  
ing to see Mr Mc-  
Lennan during the

afternoon and would  
like to show them to  
him - With every  
appreciation of your  
many difficulties in  
connection with the future  
of the Department I am

Yours cordially

Allen R. y. Reid.

Canadian Conference of Public Welfare, Meets in Montreal, September 26-29, 1921

MONTREAL COUNCIL OF SOCIAL AGENCIES  
PROTESTANT AND NON-SECTARIAN

OFFICERS 1921

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Mr. R. J. DALE

MONTREAL,

January 17, 1922.

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HONORARY SOLICITOR  
LT.-COL. ALLAN A. MAGEE

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Gen. Sir Arthur Currie,  
Principal, McGill University,  
Montreal.

EXECUTIVE STAFF  
Mr. J. HOWARD T. FALK . . . . . Secretary  
MISS GENEVIEVE HURD . . . . . Office Secretary  
MISS RITA McCRUDDEN, Secretary, Confidential  
Exchange  
MISS D. E. DICKENS . . . . . Stenographer

Dear Sir. Arthur:-

I have your favor of the 13th instant and note that the University has not yet come to a decision as to the conduct of the Social Service Department for the Session, 1922-23.

DIVISIONS  
AND THEIR CONSTITUENT AGENCIES

CHILD WELFARE

Chairman: MR. J. A. McBRIDE

Affiliated Baby Welfare Stations (English)  
Child Welfare Ass'n.  
Boys' Home of Montreal  
Social Service Dept., Children's Memorial Hospital  
The Montreal Day Nursery  
The Montreal Foundling and Baby Hospital  
Ladies' Benevolent Society  
Protestant Infants' Home  
Protestant Orphanage and Convalescent Home  
Society for the Protection of Women and Children

We are having our annual meeting on January 27th, and if at all possible, I would like to hear something definite from you prior to that date.

DEPENDENT AND DELINQUENT

Chairman: MR. J. B. DAWSON

Canadian Prisoners' Welfare Association  
Charity Organization Society  
Girls' Cottage Industrial School  
Industrial Rooms  
Montreal Diet Dispensary  
Old Brewery Mission  
Prisoners' Aid Association  
Protestant House of Industry and Refuge  
Salvation Army  
Sheltering Home  
Women's Directory of Montreal

Awaiting your further advice,

I am,

EDUCATION AND RECREATION

Chairman: DR. A. S. LAMB

Boy Scouts' Association  
Chalmer's House Settlement  
Daily Vacation Bible Schools  
Girl Guides  
Griffintown Clubs  
Iverley Settlement  
Parks and Playgrounds Association  
St. Columba House  
Young Men's Christian Association  
Young Women's Christian Association  
University Settlement  
Women's Branch S.P.C.A.

SICK AND HANDICAPPED

Chairman: DR. G. S. MUNDIE

Brehmer Rest  
Canadian National Committee for Mental Hygiene  
Maternity Hospital  
Montreal General Hospital  
Murray Bay Convalescent Home  
Royal Victoria Hospital  
Victorian Order of Nurses  
Westmount Victorian Order of Nurses  
Western Hospital

Yours faithfully,

*Spencer Legman*

January  
Thirteenth  
1922.

George Lyman, Esq.,  
Chairman Executive Committee,  
Montreal Council of Social Agencies,  
207 St. Catherine St. West,  
Montreal.

Dear Mr. Lyman:-

The University has not yet come to a decision as to the character of its Social Service course to be given during the session of 1922-23 and following years. In this decision we are both concerned, in as much as the Director of our Social Service Department, Mr. Falk, is the Secretary of the Montreal Council of Social Agencies.

I know that you, too, are anxious to map out your programme for the future at as early a date as possible. Would it be possible for you to defer completing your plans for another fortnight, because by that time our Board of Governors would have reached a decision regarding this Department.

I would thank you for this courtesy if it could be arranged.

Yours faithfully,

Principal.

January  
Thirteenth  
1922.

J. Howard T. Falk, Esq.,  
Director, Dept. of Social Service,  
McGill University.

Dear Mr. Falk:-

I have your letter of the 12th  
instant and am to-day writing to Mr. George  
Lyman, as you suggest.

Yours faithfully,

Principal.

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
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DR. D. J. FRASER  
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OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

January 12th, 1922.

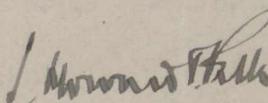
Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

I beg to confirm the conversation between us on Thursday, the 10th inst. in its reference to the question of my future connection with this Department.

It is understood between us that in the event of your preferring to delay a decision, you will communicate with Mr. George Lyman, the Chairman of the Executive Committee of the Montreal Council of Social Agencies.

Yours truly,



Director.

JHTF/VCL.

McGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

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SECRETARY, MISS VIOLETTE C. LAFLEUR

December 29<sup>th</sup> 1921

Sir Arthur Currie:  
Principal  
McGill University

Dear Sir Arthur:

Can you give me an idea as to when a decision will be arrived at in regard to the continuation of the Department?

The estimates for the Council of Social Agencies for 1922 should have been presented to their execution in December; I overlooked that fact, when I said that a decision as to my relation to this Department early in January would be early enough.

However Mr. Goshman the Chairman of the Executives allows the matter to be held over.

I must also confess that I find the uncertainty disturbing; I do sincerely hope that the Board of Governors will decide to give both myself and the Department a trial for 3 years.

Yours truly

J. Howard Falk

7  
698, Sherbrooke Street, W.,  
Montreal.

5th January 1922.

Sir Arthur Currie,  
Principal,  
McGill University,  
Montreal.

Dear Sir Arthur-

With reference to the subject of our conversation yesterday, I feel that it might be of some slight help to you if I defined more clearly the reasons why I think the Social Service Department should be continued.

1. The need for awakening the social conscience is a constant one and never more pressing than at the present time.

2. The recognition of the fact that our University has a definite place in responding to this need was made after months, and I may say years, of consideration by Sir William Peterson and those interested with him in this work. In recognizing the University's obligation towards the community in this regard, McGill was only following the progressive policy adopted by universities generally, in Great Britain and the United States.

In the latter country, where separate schools for Civics or Philanthropy or Social Service were first developed, these have now, in many instances, been taken over by the universities as a definite university department, for example - Chicago.

In Great Britain the connection of universities with social training dates from 1904. Judging by experience and developments since that time, it is clearly the university to which government departments, municipal authorities, progressive employers and committees of voluntary organizations with others will look for the provision of intellectual training necessary to equip men and women for posts requiring a wide outlook and some understanding of social theory and practice. Besides numerous small schools, there are thirteen universities doing this work now in Great Britain and Ireland.

Sir A. Currie.

The Joint University Council for Social Study was started in Great Britain in 1917 by the Government and workers in close touch with the Labour Department and the Home Office. The members of the Council Committee include representatives of employers, workers, Welfare Institutes, Labour Department and the Universities. Sir Edward Penton and Sir Benjamin Johnson (Dyers) represent their own big firms and the employers' interests, on this committee.

These leaders in the United States and Great Britain cannot all, for the last fifteen or twenty years, be facing in a wrong direction. I feel that they have vision and are building wisely for the future, as well as the present. I feel, therefore, that McGill will not err in continuing the Social Service Department even if it is to be at a loss for some years to come, owing to our peculiar situation and difficulties. It would seem to me that closing the Department now would not only be an admission of failure, but would show a lack of vision of the future opportunities for legitimate university service along these lines. It is not only a question of finance, but one of reputation and administration. Social work is still in its infancy and difficulties exist naturally, in the development of the work. They are increased in this province and this city by reason of our local racial and religious conditions, but I think they can be met and overcome;—and the extent of our possible service to the community warrants, in my mind, every effort to find the right way of expressing this service in a Social Service Department.

Mr. Falk may, or may not, be the right Director, but I think he is the best one we can find at present. Of British birth and high ideals, with valuable practical experience, an Oxford man and a hard worker, I do not think we can do better than give him a further trial. Even if he fails, I still think the Department should continue.

Sincerely yours,

*Wm R. Reid.*

HRYR/R

P.S. The School for Graduate Nurses taps the Social Service Department for six Courses all of which would have to be put on for them specially if the Social Service Department founders.

698, Sherbrooke Street, W.,  
Montreal,  
24th. November 1921.

Sir Arthur Currie,  
Principal,  
McGill University,  
Montreal.

Dear Sir Arthur-

With reference to opportunities for Social Service Workers in industry, I have pleasure in forwarding you herewith some notes from my last year's lecture on Industrial Hygiene bearing on this point. They may be of help to you in presenting our case to the Finance Committee.

I also enclose copies of the Act / Section of the Electoral Act, bearing on the residential qualifications for voters, to which I referred yesterday. I do hope that you will feel able to endorse my suggestion of having copies of this extract posted in the various Departments so that the students may have this information. It seems to me that they are so exposed to temptation, on account of the solicitations for votes from representatives of both parties, that it comes within the compass of University action to give them this much protection. Whether they vote or not will depend on the conscience of the individual and <sup>his</sup> their proper residential qualifications.... There is too much disrespect for law and authority as it is. By drawing the attention of the students to this section of the Act, we may help to minimize this lack of regard.

Cordially and faithfully yours

Henry R. Reid.

HRJR/R  
Encl.

The Industrial Physician is found nowadays in connection with almost every large factory or railway organization. He may be on full time duty and to the number of six or eight men with a large staff of nurses and clerks or he may be on part time or partial service only, but he is regarded as an essential part of a progressive manufacturing plant. To be a success, he should not only know the industry to which he is attached, but he should have a knowledge of how to handle men. With <sup>out</sup> ~~this~~ social outlook his knowledge of medicine and surgery will not take him far. This work, therefore, calls for special training, and an appeal to Universities to specialize in industrial medicine is being very slowly answered. These men at present look after with the minimum of delay and, therefore, with hospital and dispensary facilities, all major and minor injuries; they supervise the health of men with a view to keeping them fit and on the job; that make a survey of plant and men from a sanitary and hygienic point of view and report risks and dangers to employers. They examine applicants for work and lower the labour turnover by eliminating the unfit. They examine workers at fixed periods and they visit workers in their homes. They are employees like the men, but they have to overcome many prejudices and suspicions on the part of the other workers before they can be successful in their service.

The Industrial Nurse supplements the work of the physician. She is a special type of Public Health Nurse and

her work is naturally varied like that of the physician, for each plant and industry constitutes a separate problem and requires distinctive individual efforts of solution. She gives first aid, visits homes, supervises lunch and rest rooms and recreation centres, unless Welfare workers are employed for these last mentioned purposes. By the practical help she is able to give, she is in a splendid position of confidence to serve not only the individual worker, but through him, the employer, the home and the community.

Welfare Work has not such a good name in the United States as it has in Great Britain because a great deal of this work in the States has been made take the place of increased wages. The workers naturally resent too much paternalism and prefer and claim the intelligence to be able to look after themselves. Many outstanding exceptions, however, to this bad policy show ~~the~~ recognition by an increasing number of employers of the fact that not only is such work better business for them, but also that it is more humane and no more than is due the men who make the money. Industrial history usually records any amelioration in the lot of the worker as due chiefly to fear and not humanity on the part of the employer. In the main, this has been true, - but we discount the intelligence, at least, of modern employers if we do not credit them with the realization that better conditions, hours and wages, make in the end for better business.

The Annual Report of the Chief Inspector of Factories and Workshops in Great Britain for 1920 states that although substantial progress has been made during the year toward securing safety, cleanliness, and fresh air and light

for young workers, conditions are still far from satisfactory in many industries. Of the year's 138,733 accidents, 22,933 occurred to young persons, and in 169 cases the victims were children. Many of these accidents were due to ignorance of the dangers of processes and to inexperience: a large number were occasioned by fatigue of young workers. Miss Anderson, principal Lady Inspector of Factories in Great Britain, reminds us of Robert Owen's warning to his brother manufacturers in 1813; that just as power-driven machinery (then a recent innovation) was improved by being carefully tended, kept clean and well supplied with oil, so the far more complex living mechanism of the worker would be greatly benefited if carefully studied and well treated.

Isolated Industrial Welfare movements existed long before the war, but the vital change which the war brought about was the coordinating or bringing together of these movements into the beginnings of an associated effort, and in the awakening of a more general perception of the value of industrial social reform of sustained application of method, science, and above all, imagination. The immediate legislative and administrative problem is to discover and apply in the existing conditions and circumstances of employment in factory life, those arrangements and material surrounding conditions which will best conduce to the personal health, efficient working and welfare of each and all workers. In the present unstandardized work of both the public Health Nurse and the Social Worker, it is difficult to state what is their special work and to define its scope. In some industrial

plants where only physicians and nurses are employed, the nurses adapt themselves to the social demands made on them and undertake what we commonly regard as Social or Welfare workers' work. We may well recognize the usefulness of the Welfare worker in industry everywhere from the reports of such service in England during the war -

(Minister of Munitions) When the first meeting of Social Secretaries and Welfare workers was called in 1918, it was estimated that there were 1000 women Welfare workers for Women and 400 for Boys in Great Britain, and in May 1919 when the Association met, 700 professional members registered. The first meeting of such a kind, it is interesting to note, was called by a group of progressive English employers as long ago as 1906. Organization preceded University Training. Driven by the need of production of war munitions in 1917 and by the need of trained supervisors of workers, the Home Office in that year called together representatives from eight Universities, and upon the establishment of a Joint University Council for Social Studies, there followed the opening of Training Courses including Industrial Training in several of the Universities. Wages of £250. and more were being paid women supervisors during the war, Their duties dovetailed in with those of the factory inspectors, but went further, extending to outside welfare, recreation, infant and maternity welfare, amusements, canteen service, rest rooms, clubs, classes, tennis and outing clubs, vegetable gardens, cinemas, convalescent homes, washing facilities, protective clothing, seats, improved dietary etc. etc.

Not only in Great Britain did war give a speed-up to Welfare work, but we read that in Germany State examinations were established November 1st. 1920. open to women 24 years old and over who have completed a two years course of study at schools of Social Service approved by the State. After passing the State examination, candidates are placed on probation for one year before they can receive the State diploma which may be withdrawn if the recipient shows unfitness or disobeys Government Regulations.

With the knowledge that there are thirty-eight million workers and twelve million women in industry in the United States alone and still several million children, one cannot but realize the immense importance to every nation, of Health in industry for man, woman and child... More protective labour legislation is needed everywhere and the enforcement of laws already passed leaves a good deal to be desired. The standards adopted at the International Industrial Convention in Washington in 1919 are worthy of your study. These were endorsed by the representatives of some thirty or forty nations present, and were entrusted to them to take back to their countries for some action - endorsement or otherwise within the next two years - As the two year limit will soon have expired, it will be interesting, and I hope encouraging, to note progress along the lines of industrial Health in all the subscribing countries of the world. At the Washington Conference, the Children's Bureau was asked to appoint a permanent Committee to formulate definite standards of normal development and physical fitness for the use of medical

examiners in making physical examinations for children applying for employment certificates. Two meetings of twelve of the foremost experts have been held, and in January 1921 the report on minimum standards was adopted (See Mother and Child for March - Page-120).

7

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

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OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

19th Jan. 1922

Sir Arthur Currie  
Principal.

Dear Sir Arthur:

I think a recital of some of the extra-ordinary demands made upon my time during the last few days may make it easier for you to understand why I have asked to be relieved of my dual responsibilities.

1. A School Principal asking for information as to the names and performances of Montreal men and women who as volunteers have been leaders in work for the social and civic betterment of the city; also for bibliography on the relation of the Church to social work.
2. A Y.W.C.A. official seeking names of possible speakers on the condition of the poor in Russia at the present time.
3. Chief of the Women Division Immigration Department Ottawa, recently appointed, consultation in regard to the development of her branch and relation to general Government program.
4. Request to speak to Parents' and Teachers' Association of Bedford, Quebec on "The Child and the Family", result of address at Church of the Messiah.
5. At request of Lady Drummond, appearance at delegation to Provincial Premier seeking Mothers' Pensions.
6. Consultation with Secretary of Last Post Fund regarding co-ordination of work of the many ex-soldier relief associations.
7. Advice in regard to an agency in Montreal which would answer an inquiry from an English association.

Yours faithfully,



Director.

JHTF/VCL.

9 31  
December  
Second  
1921.

Personal

Lord Byng of Vimy,  
Governor General of Canada,  
Government House,  
Ottawa.

Dear Lord Byng:-

I know you won't mind my writing  
this very personal letter to you.

I was much interested in what you  
said in Toronto with reference to the absence of  
slums in Canada and the duty of Canadian people  
to see to it that slums did not grow. I want you  
to promise me that when you are in Montreal next  
month you will come with me, and with the Director  
of our Social Service Department as pilot, we  
shall see conditions in this city which cannot  
be described as anything else than slums, and  
they are here because there is a very apathetic  
civic and social conscience.

I was also interested in the  
published report of what Lady Byng said regard-  
ing the feeble-minded. Perhaps, Her Excellency  
would accompany us on our visit. I believe if  
you both can do anything to awaken a social  
conscience in the minds of our well-to-do you  
will be rendering a very great service to our  
Canadian people and to Canada.

I find no fault with our well-to-  
do people when it comes to the matter of sub-  
scribing liberally to charities, but money is not  
all that is required. There must be a real  
concern regarding conditions of living, housing,  
child welfare, the unmarried mother, etc., and  
before we can get that concern there must be  
knowledge. A great many women are interested in

- 2 -

these things and there is much good work done,  
but we want the interest of the men as well.

Keep up the good work of trying  
to make all classes of Society in Canada  
realize that Social Welfare is worth while.

With all good wishes, Sir,

I am,

Ever yours faithfully,

MC GILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

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MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

1 - Dec. 1921

Dear Sir Arthur:

The Governor General said in Toronto the other day that we had no slums in Canada and that if, in the face of the example and the experience of the Mother Country, we allowed slums to come it would be to our everlasting shame.

Will you do something for me? when he comes to Montreal to stay for some time at Riverview, will you ask him to go with you to see some of our Montreal slums, slums which an apathetic civic and social conscience have permitted to come into existence? I will arrange for one woman social worker to act as guide.

If Lady Byng would go too, so much the better - she made a splendid statement in Toronto about the care of the feeble-minded yesterday.

Since Earl Grey was here we have not had a Governor General who seemed to care about the Dominion's social welfare, but it looks as if the Byngs did care very much.

It might mean so much to our city if he and she made our Society folk think social welfare was worth while.

Yours sincerely

Sir Arthur Currie  
Arts Building

Howard Falk

7

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
MR. W. M. BIRKS  
DR. WILLIAM CALDWELL  
MR. J. HOWARD T. FALK  
DR. D. J. FRASER  
DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

February 6th, 1922.

Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

I am sending down to you a recent publication which I purchased for my Reading Room on the recommendation of Dr. Caldwell, and which, he said, he might use as a text book next year. I understand the book is considered the best text book on "Sociology" of recent years and is being used largely by Professors of Sociology.

The sort of thing I am afraid of is well instanced by referring to the index, e.g.

The problem of immigration	a single page	378
Economic problems	a single page	380
The problem of education	half a page	380
Poverty, pauperism, & crime	14 pages	402
Intemperance & sexual immorality	23 pages	417

The rest of the book may be alright. I do not pretend to be competent to express an opinion about it, but I do most emphatically object to the treatment accorded the subjects referred to above.

Confirming our last words, I shall await your arrangement of a conference with Dr. Laing.

Yours truly,

*J. Howard T. Falk*

JHTE/VCL.

Director.

DEPARTMENT OF SOCIAL SERVICE.

McGill University,

Meeting of the Committee of Management. Nov. 23/21.

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A Meeting of the Committee of Management of the Department was **held** on Wednesday afternoon, November 23rd, 1921, in the Principal's Office.

Attendance: Chairman: the Principal, Sir Arthur Currie, presided; also present: Dr. Helen R.Y. Reid, Dr. F.D. Adams, Dr. Caldwell, Dr. Fraser, Dr. Oswald Howard, and the Director.

Minutes: The minutes of the meeting of March 9th, 1921, were approved as read.

Business: Extension Course. The Director submitted plans for a short course of five lectures to be given on Monday afternoons in January and February 1922. The plans were approved, and the Director authorized to make the necessary arrangements.

The Director's Report: A written report, which had been submitted to the members of the Committee, was fully discussed.

DEPARTMENT OF SOCIAL SERVICE.  
McGill University.

Minutes of a meeting of the Committee of Management held on Monday, February 20th, 1922, in the Office of the Principal.

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ATTENDANCE: The Principal, Sir Arthur Currie, in the chair; present: Dr. F.D. Adams, Mr. W.M. Birks, Dr. Caldwell, Dr. D.J. Fraser, Dr. Howard, Dr. Helen R.Y. Reid, Dean Laing, at the request of the Principal, and the Director.

MINUTES: The minutes of the meeting of November 23rd, 1921 were approved as read.

OLD BUSINESS: The Director presented a report in regard to the Extension Course on "Social Problems". Report attached.

TRAVELLING EXPENSES TO BEDFORD, P.Q. The Director asked that his travelling expenses, to the amount of \$ 3.65, incurred on a trip to Bedford, P.Q. to address the Parents-Teachers' Association of that place, be charged to the travelling account of the Department rather than to the Bedford Association. The expense was authorized.

DIRECTOR'S LETTER OF RESIGNATION: The Principal read the Director's letter of resignation and proceeded to outline the situation which led thereto; he pointed out that the Department was maintained at a serious net loss to the University, and discussed its relation to the Theological Colleges, saying that the Department had not given them all they required. The Principal stated that the problem before the meeting was how to maintain the Department by including it in a larger scheme of usefulness; he then read a memorandum prepared by Dr. Leacock, outlining the possibilities through the establishment of a Department of Sociology in the Faculty of Arts. Dr. Leacock's memorandum mentioned three points: 1. Sociological subjects could be made optional for B.A. students. 2. Social workers could be trained through a four year course at the University, during which their theoretical work could be tied up with the practical work of the Department of Labor and the Social Agencies of the community; that in connection with this scheme, there should be appropriations for the publication of bulletins and monographs. 3. That the end might be accomplished by the appointment of an Organizing Committee.

Dean Laing, speaking to this report, said that perhaps the most significant feature of the Faculty of Arts at McGill was that for a University of its size, there were no

courses in Sociology, and that the whole question must be looked at from two points of view: A-The need of the University student. B-The needs of social work.

Dr. Reid asked what Dr. Laing would include in a course on Sociology.

Dr. Laing cited as examples immigration, the family, social pathology, the latter to include poverty, social diseases, prison reform, housing and city planning. He mentioned the late Dr. C.R. Henderson as the type of professor required.

Dr. Reid asked if Dr. Henderson was not the exceptional man.

Dr. Laing thought there were <sup>such</sup> many sociologists available.

Dr. Reid then asked if the courses in sociology would be open to the students of other Faculties, as for example medical students.

The Principal and Dean Laing replied to the effect that in as much as the Arts curriculum would probably be changed to make courses in Sociology optional in 2nd Year, medical students who took two years in Arts, would have this chance in their second year, and that subject to the arrangements of time tables, students in other faculties would be admitted.

Dr. Caldwell spoke strongly against the introduction of Sociology as a subject for 2nd Year students, claiming that ethics, political economy, psychology, biology evolution, heredity and environment were necessary ground work for the study of Sociology. He declared himself opposed to the elaborate scheme proposed by Dr. Leacock, and thought that the appointment of lecturers in Social Economics would tend to coölate the work of students in other Departments of the Faculty of Arts and would meet the present requirements. He was opposed to immature students in 2nd Year taking such subjects as : social diseases, housing, immigration, the family, the latter involving as it did the question of divorce. Dr. Caldwell expressed the fear that Arts Undergraduates would be led from the path of serious study in important Arts courses to taking these practical courses in Sociology.

The Principal said that students in the Department of Social Service were now taking courses in housing.

The Director submitted that whilst the students in his Department might be immature in intellect, they were mature in years.

Dr. Reid asked Dr. Caldwell if the Theological students were taking these fundamental subjects mentioned in the Faculty of Arts.

Dr. Howard replied that the Theological students had been taking them, with the exception of Economics, and that they were now required to take them.

Dean Laing, replying to Dr. Caldwell, said that no doubt his views represented the counsel of perfection, but thought that the lecturer in the lowly position suggested by Dr. Caldwell would not have a chance; and further, that if Dr. Caldwell thought Sociology would be a snap course, he assured him that such would not be the case.

The Director, referring to Dr. Laing's description of Social Pathology, submitted that if the treatment of immigration, social diseases, poverty, city planning etc.,

by such well known professors as Dr. Hayes, Dr. Dealy and Dr. Fairbanks was indicative of the type of instruction which would be given by a Professor of Sociology or his assistant in McGill it would result in courses which if not snap courses, would at least be non-academic, inadequate, and inaccurate.

The Principal suggested that a Committee of two be appointed to report back with recommendations in regard to the future of the Department.

The appointment of the Committee was left in the hands of the Principal.

ADJOURNMENT: The meeting adjourned at 4.00. P.M.

.....  
Secretary

.....  
Chairman.

February  
Thirteenth  
1922.

Mrs. George McDonald,  
731 Sherbrooke Street West,  
Montreal.

Dear Madam:-

I beg to acknowledge receipt of your letter of February 6th with reference to the McGill Social Service course.

Let me give you the assurance that it is not the intention of the Board of Governors to discontinue such a course. Rather do I hope that the Board will give its approval to plans for the organization of the work of this Department on a wider and more defined scale by the establishment of a Department of Sociology and Social Service.

I assure you that this matter is receiving the very earnest attention of the University authorities and I think that the Society which you represent will be pleased rather than disappointed when the final announcement as to our plans is made.

Yours faithfully,

Principal.

# The Women's Directory of Montreal

TELEPHONE: PLATEAU 1770

ROOM 704

207 ST. CATHERINE STREET WEST

February 6th, 1922.

General Sir Arthur Currie,  
Principal of McGill University,  
Montreal.

Dear Sir:-

Hearing that there is some thought of discontinuing the McGill Social Service Course I am writing as President of an organization very intimately concerned to urge that this step should not be taken if there is any possible means of avoiding it.

The position of a Montreal social agency desirous of securing trained case-workers conversant with conditions in Montreal, is so unfortunate that the future of all social work in the city is in grave danger. For some years past no one at all of first rank has been available, and it has been necessary when securing a head-worker to draw from the United States. In every instance the case-worker in question has admitted that conditions in this Province were so unusual that it was necessary for one who had obtained his training in the States to unlearn much that applied to his own country and to begin at the very beginning in studying Quebec's problems. Three highly trained social workers engaged in Montreal in recent years, Mr. John B. Dawson, Miss Lucy Phinney, and Miss Katherine Lawless, all expressed themselves in identical terms: "I have had to unlearn all I knew - I would not have believed conditions could be so different." - This is a shocking waste of time, especially as the average American social worker makes but the briefest stay in Montreal, and is replaced by another 'Learner'. One is forced to the decision that Canadian workers are a necessity. - But where, one asks shall they obtain their training? - In New York and Boston where conditions are so foreign or at home? If in Canada, where?

# The Women's Directory of Montreal

TELEPHONE: PLATEAU 1770

ROOM 704

207 ST. CATHERINE STREET WEST

The case-workers so far turned out by McGill have been most useful in filling junior positions. As time goes on and the social agencies in Montreal are strengthened to the point where they can provide better field-work for the students taking the course, more experienced graduates will result, and we may hope for an intelligent understanding and handling of our peculiar problems.

Up to the present the average worker in the average social agency in Montreal has been so completely untrained that "well-meaning amateur" was an obvious designation, and many of our best known and most popularly supported organizations are at this moment under the control of those who have had no social training other than that gained by a very limited experience. This also applies to the members of many boards, whose ignorance of even the first principles of social work is acting as a constant deterrent to the adoption of up-to-date methods. If McGill does not lead us it is not difficult to fore-cast the condition of affairs a few years hence.

With a strong Social Service Department producing trained workers for office and board-room, McGill can attain a direct connection with the city which will result in incalculable good both to Montreal and to the University.

So strong is my conviction that many of the federated agencies share my views that I would urge that a questionnaire be issued and the results placed before the Governors of McGill.

May I add that the argument has been used that there are no positions vacant at present and consequently no prospects for students in the Social Service Course. - There are a few positions vacant, but there are many that are filled by make-shifts who would be superseded at once were any better candidate available. No graduate of ability, who is taking her profession seriously will lack a position in Montreal.

Yours faithfully,

*Mary A. Mc Donald*

President The Women's Directory.

*Mrs George Mc Donald  
731 Sherbrooke West.*



638A Dorchester St. W.  
Montreal,

February 8 - 1922.

General Sir Arthur Currie,  
Principal of McGill University,  
Montreal.

Dear Sir:

It has come to the attention of the Canadian Nurses Association Montreal, that the Social Service Department of McGill University is in danger of being withdrawn. And on behalf of the Association I am writing to express the hope that this Department be continued.

Yours truly,  
THE CANADIAN NURSES ASSOCIATION.

Susie Wilson, R. N.  
Secty. - Treas.

PRESIDENT  
J. C. NEWMAN

VICE-PRESIDENTS  
C. W. LINDSAY      J. S. BRIERLEY

TREASURER  
CHAS. T. HARE

TELEPHONES UPTOWN 3231, 3232 AND 3233

# The Western Hospital

DORCHESTER STREET WEST AND  
ESSEX AVENUE

MONTREAL, February 10th, 1922. 19

Sir Arthur Currie, Principal,  
McGill University, Montreal.

Dear Sir:

It has been rumored that the Social Service Department at McGill may be closed this session and I take the privilege of writing you in consequence as it is a matter of some concern to Social Service Departments.

I have worked in the City of Montreal for nine years, when I first began people did not know the meaning of Social Service and cared very little. To-day Social Service and all that it stands for - education, housing, care for the sick, prevention of disease, etc. is a live and burning question because of the educational work that has been done through this Department at McGill.

I sincerely hope that your influence will be extended to keep the Department open so that the good work may continue.

Yours respectfully,

*Mary L. Woodwell.*  
SOCIAL SERVICE DEPARTMENT

# The University Settlement of Montreal

179 Dorchester Street West

PLATEAU 3543 February 9, 1922.

Sir Arthur Cutbrie,  
Principal, McGill University,  
Montreal.

Dear Sir Arthur:

Having heard that there is a possibility that the Social Service Department at McGill University may be discontinued after this session, I am taking the liberty of writing to ask you that, if it be at all possible, this department should be maintained. It's discontinuance would be sadly felt among all those who, either directly or indirectly, are working for the betterment of our city and the uplift of it's citizens. Since it's inception, the Department has provided a means of training for the workers so urgently needed in the ranks of the social agencies now operating here, and supplying a great demand in the community.

On account of it's value to the worker-in-training, to the social agencies of the city, and to the thousands of poor and needy who benefit directly from them, I would earnestly plead that this very valuable course of the University be continued.

Yours sincerely,

*Helena E. Linton.*

Head Worker.

LADY DRUMMOND  
HON. PRESIDENT

*Lord Atholstan*  
HON. LORNE C. WEBSTER  
PRESIDENT

HUNTLY R. DRUMMOND  
CHARLES M. HOLT, K.C.  
MRS. R. W. REFORD  
VICE-PRESIDENTS

JAMES HUTCHISON, C. A.  
HON.-TREASURER

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THE  
FAMILY WELFARE ASSOCIATION  
OF MONTREAL

FORMERLY THE CHARITY ORGANIZATION SOCIETY

ROOM 705-207 ST. CATHERINE STREET WEST

F. WINIFRED LEARMONTH  
ACTING GENERAL SECRETARY

PLATEAU 2720

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MISS ADELE SISE  
MRS. ARNOLD STEVENSON  
MRS. A. SPRINGETT  
W. K. TROWER

Montreal, February 11, 1922.

To the Principal,  
Chancellor, and Governors,  
McGill University,  
Montreal.

Dear Sirs:-

At a meeting of the Board of Directors  
of the Family Welfare Association, held on the 10th  
inst., the following Resolution was passed unanimously:-

RESOLUTION:- " That, as the Social Service  
Department of McGill University  
has been of inestimable value in  
the training of workers for so-  
cial service, and is the medium  
through which civic conditions  
can be represented to the public  
in the best way to arouse public  
sympathy, and enlist public action  
for their betterment, it is sin-  
cerely hoped that the rumours  
as to the curtailment of the  
department have no foundation."

Yours,

*Atholstan*

President.

Montreal, February 17th, 1922

To the Principal,  
Chancellor and Governors,  
McGill University,  
Montreal.

Dear Sir Arthur:-

At a meeting of the Social Workers' Club held recently, the following resolution was passed unanimously:

Resolution:

That as the Social Service Department of McGill University has proven of such value in the training of workers for the social service field, as well as providing means to the public of Montreal of obtaining knowledge of civic conditions and civic needs, it is sincerely hoped that it may continue and develop.

Very truly yours,

(L.M.) *Herbert Hart Cooper*  
Secretary.

15 Hope Avenue,  
Montreal.

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MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
MR. W. M. BIRKS  
DR. WILLIAM CALDWELL  
MR. J. HOWARD T. FALK  
DR. D. J. FRASER  
DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

February 8th, 1922.

Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

I have just learned that there is to be a meeting of the Finance Committee tomorrow afternoon. Whilst I realise that appointments and Departmental changes do not rest with the Finance Committee but with the Board of Governors, I presume that in the case of this Department and my relation to it, their recommendation would probably be confirmed.

There is a meeting of the Executive of the Montreal Council of Social Agencies on Monday night and the question of the Executive Secretaryship is on the agenda. I would like, if at all possible, to state to them whether I am open to consider an appointment from June 1st., at that meeting. The delay is becoming not only embarrassing but also unsettling.

You know my feelings in regard to the continuation of the Department, and I was delighted to hear from you that you had no intention of abandoning the training of social workers. You also know my own personal desire to be allowed to devote my time to that kind of work in preference to executive responsibility. I am perfectly willing, as I said on Monday, to place my resignation in your hands if it would make things easier for you, but as you showed no inclination to accept this suggestion as we talked and ended by asking me to discuss the matter further with Dean Laing and yourself, it seemed foolish to press the matter further.

Hoping that I may hear from you before Monday at 4 o' clock, the 13th instant,

Yours sincerely,

*J. Howard T. Falk*

Director.

JHTF/VCL.

7

McGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

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DR. F. D. ADAMS  
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DR. WILLIAM CALDWELL  
MR. J. HOWARD T. FALK  
DR. D. J. FRASER  
DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

March 20th, 1922.

Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

re Department of Social Service Lecture Courses  
taken by students of other Departments

Confirming our conversation of the 18th inst.  
I have to advise you that students from other Departments  
are registered for courses given by this Department as  
follows:

Course.	Lecturer.	Fee paid.	No. of lec- tures.	Students registered.	
				S.G.N.	P. E.S.
Child Welfare	Mr. Falk.	none.	abt. 25	6	5.
Organization & Administration.	Mr. Falk. <i>not c.</i>	none.	14	3	
Treatment of Poverty, .	Miss Wisdom.	\$ 350.	50	8	
Industrial History.	Mr. Hankin. Dr. Hemmeon.	\$ 10 per lecture.	25	4	
Neuro-Psychiatry.	Dr. Mundie.	v. note B	25	9	
Home Economics.	Miss Philp.	\$ 10. per lecture.	11	7	

Note A- Mr. Hankin had to give up his course at the end of last year, and Dr. Hemmeon undertook to fill in.

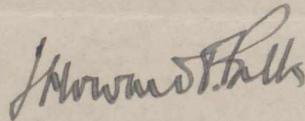
Note B- The Canadian National Committee for Mental Hygiene had undertaken to give this course free to the Department, but Dr. Mundie refused to lecture unless paid. Finally, he consented to accept what was offered to him which will be about \$ 125. saved from fees refused by Mr. Hankin. \$ 10. per lecture will have to be allowed for future lectures.

Sir Arthur Currie.

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Note C- In regard to the course on Organization and Administration of Social Agencies, the continuation of this course should be left to the decision of the in-coming Director.

Yours faithfully,

A handwritten signature in cursive script, appearing to read "Howard Stalls".

Director.

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
MR. W. M. BIRKS  
DR. WILLIAM CALDWELL  
MR. J. HOWARD T. FALK  
DR. D. J. FRASER  
DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

February 3rd, 1922.

Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

As you have asked me to come in on Monday to see you and to discuss further the question of "Sociology", I think ~~that~~ it just as well that I should put in writing what I feel about the whole situation.

First, let me deal with the question apart from my own personal relation to it:

A. During the past ten years, the overturn in personnel in social work in this city has been exceptionally large and the type of employee below standard; this I attribute to the difficulty experienced in getting trained workers from other places to come and particularly to stay in such a difficult and peculiar field of social work.

Can this overturn be reduced and the standard raised except by picking carefully local people and training them?

B. Our well-to-do citizens as a whole, the class from which we expect to get members for Boards of Trustees and volunteer workers, are ignorant of the real nature of our social problems, and of the preventive and often of the best ameliorative methods of dealing with them.

C. Our city clergymen, with a few notable exceptions, are no better acquainted with these problems than the rest. The City Churches are not backing the 60 odd lay Protestant charities of this City as they should.

D. University students as a whole have not had presented to them before graduation a vision of the social importance of their future careers, nor a general knowledge of the particular social problems which influence their fellow employees no matter what vocation they may follow.

To the question: Can any one of these four requirements be met by a professor of "Sociology" ? I venture to say emphatically no !

To meet the first, we need the wholehearted cooperation of the Faculty of Arts and Department of Hygiene, and we need the best lecturers we can get from our social workers who are at work in such specific fields as family welfare, child welfare, mental hygiene etc.,.

To meet the second, we need Extension Courses given in an attractive way, illustrated when possible, by different lecturers and we need to send these lecturers out into the highways and byways.

To meet the third, we must look to the future and apart from a minimum of theory, we must talk to the Theological student as he sees and experiences social work in action in the City. The field work for his rural social problems he should get in summer supply pastorates.

D. I would start by offering credit to every student who attends in his third or last year about 12 lectures, illustrated whenever possible by slides with graphic representation of statistical facts. Such a course would include such subjects as:

Social Disease.  
Tuberculosis.  
The Housing of the Workers.  
Recreation for the Underprivileged.  
Employment and Unemployment.  
Wages and the Cost of Living.  
The Family in Poverty  
The Homeless and Vagrant.  
The Delinquent Child.  
The Dependent Child.  
The Danger of Mental Deficiency.  
Child Hygiene.  
The Problem of Elementary Education.

140 lectures

Extension work

No one person is competent to give such a course, and there is everything to be gained by getting different lecturers. For a fee of \$ 25 to \$ 40, a high standard of lecturer should be obtainable; manuscript could be required for approval before accepting the lecturer to ensure that each lecture fitted into the whole course. The Course could and should be treated as an Extension Course, attendance being compulsory for students registering, but without examination, and to it the general public could be admitted.

To carry out such a program in all four divisions, the full-time service of a man who is something more than a theoretical sociologist would be needed.

Now as to my own personal relation to the situation:

1. I came here by invitation; I did not apply for the position; I was selected in preference to ten other men, several of whom, I believe, were theoretical sociologists. I left an assured position where I had ten years' service to my credit and was given the following testimonial at a public reception when I left the city.

I made the change deliberately with a view to and on the understanding that I should be given time to " read, write and think "; I was even told that I need not lecture at all if I did not want to do so.

2. I was assured of complete co-operation from the Faculty of Arts.

3. I was told that Montreal had excellent social agencies which offered a fine laboratory for social work.

4. I was assured of the backing of a strong Committee of Management. The Committee has met twice a year at my call; once in the Spring to endorse my plans for the next Session's work, once after Term had started to receive a report on registration. So far as I have been able to ascertain, the Department has had little assistance from the Committee as a whole beyond this perfunctory service, though I would like to express my appreciation of the valuable assistance given by Miss Helen R.Y. Reid.

5. I was out of pocket over \$ 500.00 through moving expenses, which expense I met by a loan on an insurance policy which I have never been able to pay off.

Sir Arthur Currie.

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6. What happened? The following is a brief history of the Department since its inception: I arrived on August 4th, 1918. Sir William Peterson returned in November; Professor Dale went overseas to Khaki University in November, and Mr. Dexter, General Secretary of the Charity Organization Society, left the City in December. These were the three men who were chiefly instrumental in starting the Department.

The only advance preparation for the Department was a half page in the Calendar for 1918-19 saying that it would be started and that plans would be developed on the arrival of the Director.

As to finances, there was pledged for 3 years \$ 3300.00 per annum, two hundred less than my salary, and I was not to lecture if I did not want to do so..

The first Session 1918-1919, was confined to Extension work and I think it cost the University nothing over and above the \$ 3300.00.

The second Session, we had 9 full time students, all of whom are doing useful work now, 8 in the City and 1 in the U.S.A.

Before the third Session, I weakly gave in to the plan which had been negotiated during my absence in England, ( Summer of 1920 ) between the Officers of the Montreal Council of Social Agencies and Members of the Finance Committee of the University, and divided my time. We had twelve full time students that Session.

By the time they were ready for work, the industrial slump had come and there was and still is difficulty in placing them all. A difficulty, however, which is not peculiar to my Department, for University graduates from all Faculties are searching for work and taking what they can get. This I know caused dissatisfaction and criticism of the Department which was enhanced by the fact that my dual responsibilities left me insufficient time to attend to the students individual needs and problems.

In short, I had allowed myself to be inveigled into attempting the impossible because I feared the Department would be abandoned if the cost was not kept down.

Now as to the Theological Colleges. The first trouble with them occurred in the Session of 1919-20, when

Mr. J.B. Dawson, lecturer on the Treatment of Poverty, plucked several students in examinations. Representatives of the Theological Colleges admitted in this connection that their students had not taken their work seriously. Dissatisfaction was also expressed because the Department offered courses by a Roman Catholic and a Unitarian, and I was mysteriously told that my inability to subscribe to all the creed of the Protestant faith was an insuperable objection to my having anything to do with Theological students of one denomination at least.

After the completion of the three year period during which the Theological Colleges pledged support, they offered to continue support this Session on certain conditions. 1. That the Rev. Mr. Dickie should lecture on Rural Sociology. 2. That Dr. Caldwell lectured on the Principles of Sociology. 3. That either Dr. Tait or I lectured on Urban Social Problems. These conditions we offered to comply with. We have had no report from the Colleges on 1 or 2; these lecturers arranged their own time and even their own registration of students which was not made through our Department. Only one student presented himself for the course on Urban Social Problems, and he came after Term was well advanced. I was advised by Dr. Ritchie that under the circumstances, the course need not be given.

Can criticism be levelled at me or at my Department if their own plan has failed to give satisfaction. ?

As soon as I heard that there was dissatisfaction, I asked for a meeting with the Faculty of the Joint Board but this was refused on the ground that the settlement of their difficulties was in your hands.

Dr. Ritchie wrote to me on January 29th, 1922, that the Theological Colleges "will gladly continue to contribute \$ 2000.00 to the Social Service Department of the University if satisfactory arrangements can be made to give the students of the Theological Colleges the courses required. The arrangements in the past have, somehow, not worked out successfully."

For the Extension Course of five lectures given by the Department this year, there has been a total registration of 123 ; 27 of these are students of the University, but only 2 are from the Theological Colleges (Diocesan)!

Sir Arthur Currie.

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I would willingly resign or acquiesce in the discontinuation of the Department if I had reason to suppose that my knowledge of the subjects on which I lecture or my ability to present them in an attractive way and proper manner had been questioned.

As a matter of fact, I have a larger registration for my course on Child Welfare than any other lecturer in the Department.

Physical Education Students and Graduate Nurses are taking it for the second year and Dr. Lamb informs me that he wishes me to continue lecturing to his students next year whether the Department exists or not. ( Miss Shaw, I have not consulted in this respect )

The prospects for the Department for 1922-23 are certainly brighter than ever before; already about a dozen enquiries have been received from prospective full time students.

It is also a matter of common knowledge that a reaction is setting in against the after war laxity in behaviour and excessive gratification of the desire for amusement on the part of the well-to-do which will undoubtedly make it easier to secure students who will be willing to train for volunteer service.

There is much more that might be said; not least that after working night after night all last winter and Saturdays and Sundays in order to give some degree of satisfaction to both the University and the Council, I cannot help feeling that at least I was entitled to be taken into full confidence in the deliberations which preceded the decision to abolish the Department.

If the Department were continued, and its Director, whoever he was, undertook the lecture courses which I would be willing to give ~~it~~ on full time, surely his salary would be justified .i.e. for Certificate and Diploma Students in Social Service:



Copy of resolution handed on leaving  
Winnipeg Aug. 1<sup>st</sup> 1918.

"The Social Welfare Commission, in accepting the resignation of its secretary, Mr. J.H.T. Falk, wishes to put on record its high appreciation of his worth as a man and the value of his services in the city of Winnipeg. The first organization of charity in this city was made on lines which he laid down, and was carried on under his control. In the ten years which have since passed, the Associated Charities developed into the Social Welfare Association, which in turn developed into the Social Welfare Commission. Many other kindred and affiliated organizations have been either started or quickened under the influence thus begotten. All the philanthropic effort of the city has been blessed through him. The Province of Manitoba also has responded to the new method and spirit of social ministry, and the Mothers' Allowance Act and the formation of the Public Welfare Commission are legitimate fruits of the movements he has either led or inspired.

The people of this city and province have thus learned to respect the work of the social expert, who brings intelligence, experience, wisdom and sustained purpose to bear upon the subtle and obstinate problems of human welfare.

While we greatly regret his departure from us, we congratulate him on the promotion he has won and the wider opportunity which has been opened to him. We wish him well in McGill University or wherever his lot may be cast.

698, Sherbrooke Street, W.,  
Montreal.  
22nd. April 1922.

Sir Arthur Currie,  
Principal,  
McGill University,  
Montreal.

Dear Sir Arthur-

As a basis for further discussion of the "recommendations regarding sociology and social service", I beg to submit the following changes -

1. That the University appoint an assistant professor of Social Science, who would also act as Director of Social Study and Training, at a salary of ~~not less than~~ \$3,500. the appointment to be for three years.
2. That the University establish in the Faculty of Arts a certain number of courses as part of the academic work for the B.A. degree dealing with such subjects as Social Economics, Industrial and Social History and Legislation, Poverty, Social Pathology (including Delinquency, Crime, Defectiveness and Disease), and Urban and Rural Problems; that, in addition, certain of these courses together with others, be grouped to form a one to two year certificate or diploma course which would also include practical field work in selected community agencies; the specialists and teachers of this course to be drawn from the sources best available in the University and the community.
3. That an annual Graduate Fellowship be established, the holder of which shall devote the principal part of his or her time to the preparation of a special report upon some social problem connected with the life of the City of Montreal, such as the Housing of the Poor, the Administration of Charity, etc.; and that such report be each year printed and distributed by the University.
4. That so far as possible a series of graded Extension Courses, open to students outside of the Faculty, be established on such parts of the programme indicated above as it may be possible to include with a view to meeting the public need.

5. That in addition to the degree, diploma and certificate alluded to in the foregoing, individual certificates may be given for each course taken under examination.

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6. That the Director of the Social Study Course be aided in his work by an Advisory Committee consisting of the following:-  
two Arts professors lecturing in the Department, four representatives of the Affiliated Theological Colleges, two representatives from the Council of Social Agencies, and one member to be appointed by the Principal of the University, - the Principal and the Dean of the Faculty of Arts being ex-officio members of this Committee.

Faithfully yours,

*Allen R. Y. Reid*

HRYP/R

698, Sherbrooke Street, W.,  
Montreal,  
12th. April 1922.

Sir Arthur Currie,  
Principal,  
McGill University,  
Montreal.

Dear Sir Arthur-

The Social Service Report which you were kind enough to read to me yesterday will not, as you intimated, come up at today's meeting.

I see, however, on the Agenda, Section-9, note appointing a Social Service Committee. This surely cannot refer to the changes suggested by Special Committee, and embodied in the report which has not yet been submitted to the Social Service Committee from whom they got their mandate. I hope therefore, that this item on today's agenda will not be discussed.

With further reference to our conversation yesterday, I feel that I must again stress the necessity for coordinating such Social Service Courses as were mentioned in the report; for adding to them other courses and practical work; and for preserving a certificate Social Service Course which appears more definitely than ever to be in danger of extinction.

I trust that the Social Service Committee will soon be called together in order that they may discuss the recommendations made by your Special Committee.

With ever kind regards,

Yours truly,

*Allen R. y. Reid.*

HRYR/R

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DEPARTMENT OF SOCIAL SERVICE  
McGill University

Minutes of a Meeting of the Committee of Management  
held on Wednesday, April 19th, 1922, in the Office  
of the Principal.

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ATTENDANCE: The Principal, Sir Arthur Currie, in the chair; present: Dr. Helen R.Y. Reid, Dr. Caldwell, Dr. D.J. Fraser, Dr. Howard, Mr. W.M. Birks, Dean Laing, at the request of the Principal, and the Director.

MINUTES: Minutes of the previous meeting approved as read.

DIRECTOR'S REPORT: The Director submitted a Report as attached, covering the 4 years of the existence of the Department, and dealing with registration, cost to the University, and the general development in social work in the City during the life of the Department. The adoption of the Report was moved by the Director, seconded by Dr. Reid and carried unanimously.

DEAN'S LETTER: The Principal read excerpts from a letter from Dean Laing which had been transmitted with the Report of the Special Committee appointed to make recommendations in regard to the future of the Department. The excerpts read emphasized the part of the Report which recommended that secretarial service should be unnecessary and the part which recommended the granting of an annual graduate fellowship.

The Principal, before opening the Report for discussion, expressed it as his opinion that there was undoubtedly a great need for social service work, that training for it was a proper field for University activity and hoped that the Committee would free their minds of the idea that the University wanted to disassociate itself from this field of work; within limits of financial possibility, the work should be enlarged. In as much as it was essentially humanistic, it should be allied to Arts which Faculty and Corporation had approved the idea of courses in Sociology open to second year students. The University should be a strong influence in the community in regard to the solution of social problems; this should be accomplished 1st, by the education of the general public by Extension Lectures, and 2nd, by the training of social workers.

SPECIAL COMMITTEE'S REPORT: The Report of the Special Committee was considered seriatim.

The Principal explained that if \$ 3,500. would not attract a suitable man, the University would be willing to pay \$ 4,000. or \$ 4,500.

Miss Reid asked how the duties of the Professor would be defined. In reply, Dean Laing said he would give certain courses in the Arts curriculum, organise Extension Courses and get into touch with the social agencies.

Dr. Caldwell suggested that it might be wise to add to the title of Professor that of Director of Social Study.

Miss Reid said she understood that letters had been written to prospective Professors and asked how the duties had been described. Dean Laing said that no letters had been written but that the news that an appointment was to be made had spread and that applications had been received.

In response to a question as to the nature of the courses and their relation to practical work, the Dean replied that of course it was understood that students would have to do field work.

The Director asked if the Professor and Director of Social Study would be required to lecture on all the subjects included in the Report and on some others which Dean Laing intimated had been omitted. The Principal, in reply, said that outside lecturers would be invited and reminded the Director that he had asked him to give the course in Child Welfare.

inviting

Dean Laing emphasized that fact that the University should not be in a position of ~~having~~ students to come and train with a view to obtaining salaried positions in social work.

A long discussion ensued as to the advisability or otherwise of mapping out a definite Certificate or Diploma Course and of granting a Certificate or Diploma to those students who took such a course and who were not graduates in the Faculty of Arts.

Dr. Fraser, speaking as President of Chalmers House, said a Certificate or Diploma Course would be welcomed; as Principal of the Presbyterian College, the scheme as outlined in the Dean's Report would have been satisfactory.

Minutes 4/19/22.

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Dr. Howard said he was satisfied with the recommendations of the Report as far as his students were concerned, but said he realized the need of special training for social workers.

Dean Adams thought that the sociological work in Arts and the special training of social workers were both necessary and it would be possible to effect both through the appointment suggested.

ADJOURNMENT: The meeting adjourned to the call of the Chairman.

.....  
Secretary.

.....  
Chairman.

To

The Chairman and Members,

The Committee of Management,

Department of Social Service,

McGill University.

I beg to submit herewith a brief summary of the work of the Department and its cost during the term of my Directorate.

#### DIPLOMA AND CERTIFICATE STUDENTS.

At the close of this year, there will be at work in the paid service of nine different social agencies 14 Diploma or Certificate students of the Department: twelve in Montreal and two in other cities; two others have since married; four others have held positions and resigned them and two in addition to the two married, have given volunteer service; one resumed her previous occupation, making a total of 23.

#### PARTIAL STUDENTS.

The total number of partial students in Certificate and Diploma Courses has been 140; 86 of these are professional social workers.\*

58 Graduate Nurses have been registered as partial students, 42 Theological students and 14 Physical Education students.

#### EXTENSION LECTURES.

The total registration in Extension Lecture Courses has been 414.

\* N.B. Actual registrations exceed this number; the same student registering for a 2nd or a 3rd Session has only been counted once.

OUTSIDE LECTURES AND ADDRESSES.

During the four Sessions from 1918-19 to 1921-22, lectures and addresses have been delivered by the Director to 29 different clubs or associations in and out of the City, reaching approximately 1800 people.

The outside points visited have been Toronto, Quebec City, Winnipeg, Hamilton, Sherbrooke and Bedford, P.Q.

Included in the clubs and associations have been Rotary Clubs, Forums, Kiwanians, Womens' Clubs, a Board of Trade and the Universities of Toronto and Manitoba.

DEVELOPMENTS IN SOCIAL WORK IN MONTREAL during the life of the Department.

Acting in accordance with the ideas of the late Principal, Sir William Peterson, the Department has identified itself actively through its Director, and latterly through its Secretary, with the development and re-organization of the social work of the community.

During the life of the Department, the Montreal Council of Social Agencies, the Montreal Children's Bureau and Financial Federation have come into existence, all these co-operative undertakings of very concrete value to the community.

A necessary re-organization of one society, the Society for the Protection of Women and Children, accomplished before the existence of the Montreal Council of Social Agencies, was achieved entirely through the activities of the Director and a group of people who had been partial students or otherwise connected with the Department.

EXPENSE OF OPERATION

The total expense of the Department for the four years has been \$ 21,572.44 ; the Revenue from all sources has amounted to \$ 16,160.75. making a net cost to the University funds of \$ 5,411.69.

Expenses analysed.

Salaries and lecture fees.	\$ 18,269.71.	
Books and periodicals	378.78	
Travelling expenses	376.83.	
Printing, postage, advertising, telephone, etc.,	2,021.65.	
Permanent office furniture	525.47.	\$ 21,572.44.

Revenue analysed.

Subsidy Joint Board Thee. Colleges.	\$ 7,500.00.	
Graduates Society	1,700.00.	
Miscellaneous pledges and donations	615.00.	
Fees	4,745.75.	\$ 14,560.75.
		7,011.69. #

Graduates Society unpaid pledge	\$ 1,300.00.	
Individual pledges unpaid	300.00.	1,600.00.
Debit balance to the University for 4 years		\$ 5,411.69.

Note: these figures include the salaries of the Director and Secretary, and lecturers' fees for the full Session 1921-22, ending May 31st.

Respectfully submitted,

Director.

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MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
MR. W. M. BIRKS  
DR. WILLIAM CALDWELL  
MR. J. HOWARD T. FALK  
DR. D. J. FRASER  
DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

May 15th, 1922.

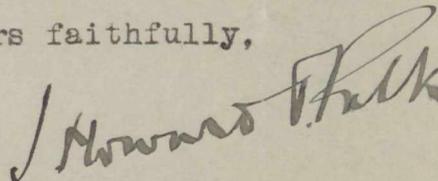
Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

Please inform me as to instructions to be given Miss Lafleur in regard to her services. If her services are not required after May 31st, she would like to be so informed.

She informs me that she is willing to attend to incidental correspondence between June 1st and the appointment of the Professor of Social Science and Director of Social Study without salary if so desired.

Yours faithfully,



Director.

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
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DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

April 26th, 1922.

Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

As a past student of the Department of Social Service and as its secretary for the last two years, I desire to assure you and the members of the Committee of Management of my loyalty and willingness to be of service during this period of adjustment in the affairs of the Department.

I realise that some time may elapse between the end of the Session and the appointment of a Professor and Director of Social Study, and will be glad to do anything I can to bridge the gap, even if it means foregoing part of my holidays this summer.

I understand that the Professor and Director of Social Study to be appointed by the University will be expected to organise Extension Courses and get into touch with the social agencies of the community, in addition to giving certain courses in the Faculty of Arts. I presume that if the training of professional social workers is undertaken, this will necessitate the supervision of field work. May I suggest that one man, particularly a stranger to the City, would find it almost impossible to fulfill all these obligations without some assistance.

As Hon. Secretary of two social agencies in this City, as a delegate to the Child Welfare Division of the Montreal Council of Social Agencies, as a past member of the Executive of the Social Workers' Club, and as Sec. Treasurer of the Canadian Conference on

Sir Arthur Currie.

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Public Welfare which met in Montreal of last year, I am in close touch with the practical social work of the community. In my capacity of secretary to the Department, I have had charge of all details of organisation, and owing to the fact that the present Director has been giving only part of his time to the University, more responsibility has devolved upon me than otherwise would have been the case.

Under the circumstances, I feel that I could be of assistance to the new Director and offer my services on half-time to the Committee for the Session 1922-23. As I understand that in making appointment at the present time the finances of the University have to be taken into consideration, I shall be glad to give half-time work without salary. I recognise that such a proposal could not be adopted as a permanent policy, but feel that this is a period of transition in the history of the Department when such a departure from business principles is permissible. May I add that I shall be quite prepared to withdraw should the Director desire to make other arrangements.

Yours faithfully,

*Violette C. Lafleur.*

Secretary.

DEPARTMENT OF SOCIAL SERVICE      MCGILL UNIVERSITY

Examination: principles of Sociology

January 1922

Examiner : Dr. Caldwell

Time: 3 hours

.....

the

1. What have you got to say about/sociological idea and its evolution?
2. Consider one or two allied sciences in relation to the sociological idea.
3. Make some careful, critical remarks on the organic theory of society.
4. What is your own idea of the nature of society, or where do you find the best idea of society?
5. Consider critically some of the important differences between Primitive society and Modern society.
6. Set forth one or two very important phenomena that have greatly affected the development of society as we know it today.
7. How does Hayes classify or divide the causes that affect the life of society?
8. Consider critically any one important circumstance or consideration that you have learned up to the present, in regard to sociology.

DEPARTMENT OF SOCIAL SERVICE

McGILL UNIVERSITY

Examination : Child Welfare

January 1922

Examiner : Mr. Falk

Time: 2 hours

.....

- 30 1. Outline the social and economic conditions which in your opinion are desirable to enable children to be born and brought up with a normal social result, giving your reasons for each requisite specified.
2. Comment on or explain the following
- 8 Positive Eugenics
- 8 The Napoleonic decree of 1811
- 8 The early Christian Widows
- 6 Delinquency as applied to children
- 15 3. What were the main features constituting neglect of children under the Poor Law of 1834
- or
- 15 Write all you know about the institution of boarding children out in family homes under the Poor Law.
- 25 4. Make a classification of dependent children by type, taking any two types for elaboration as to the problem presented and how it should be met, in general terms.

DEPARTMENT OF SOCIAL SERVICE  
McGill University.

Examination : Treatment of Poverty.  
Examiner : Miss J.B. Wisdom.

January 1922.  
Time 2 hours.

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1. a. With what kind of social undertakings or movements do you associate the following names ? ( select any six )  
St. Francis of Assisi; St. Vincent de Paul; Chalmers;  
Charles Booth; Toynbee; Octavia Hill; Edward Denison;  
Jane Addams.

OR

b. Outline the work, as far as it is considered a social contribution, of any one of the above.

2. a. By using the term " social case work " what fundamental difference do you find between the motive and practice of charity in earlier periods and treatment of poverty today ? Explain your answer by typical illustrations or reference to special periods.

OR

b. What do you understand by the Charity Organization Movement; its origin, aims and methods employed ?

3. a. Write briefly on the main features of the English Poor Law System and any reforms that have taken place or been advocated.

OR

b. What do you understand by the following terms:- (select any three ) The Elberfeld System; Outdoor and Indoor Relief; Social Settlements; Standard of Living; Family Rehabilitation; Social Diagnosis.

4. a. If you are to visit a family reported to be in need of attention from a social worker, what would you feel you needed to accomplish on your first visit ?

b. Illustrate in your own way how confusion between a fact and an inference drawn from it may lead to wrong conclusions in diagnosing a social problem.

( answer both a and b. )

Higher marks will be given for questions 2 and 4 than for 1 and 3.

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DEPARTMENT OF SOCIAL SERVICE.  
McGill University.

Examination: Public Health January 1922.  
Examiner : Dr. Helen R.Y. Reid. Time : 3 hours.

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1. Outline in brief the means of disposal and treatment of sewage, indicating the necessity for such work, and giving examples of methods used.  
or
2. What public nuisances may and do often exist in big cities? How are they regulated? Make brief but inclusive notes on the duties and work of the Sanitary Staff of the City of Montreal. ( 20 minutes ).  
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3. Of what is the body composed? What kinds of fuel do we need to keep this super-machine in good working order? Indicate factors to be considered in variation of our needs. ( 20 minutes )  
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4. Give short notes on the life cycle and habits of flies and mosquitoes.  
or
5. Name ten animal parasites or carriers of disease other than fly and mosquito, and name the diseases they transfer with mode of transfer. ( 15 minutes ).  
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6. What are the modern theories and modes and difficulties of local and individual quarantine and disinfection?  
( 15 minutes )  
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7. Indicate methods used for preserving foods and record dangers and diseases that may arise from the use of " bad" food. ( 15 minutes ).  
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8. What contribution was made to Public Health during the Roman period. ?  
or
9. What provision for care of the sick was made by the Arabians? ( 15 minutes ).  
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10. Describe some of the beneficial actions of micro-organisms. Indicate size, multiplication and movement of these bodies with date of first lens observation. By what technical means are they studied and observed today? ( 15 min.)  
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11. Define the following terms:--Anaphylaxis. 2.protein. 3. water seal. 4. endemic. 5.pasteurization. 6.alimentary canal. 7.colostrum. 8. onset. 9. vitamine. 10. bodily resistance. 11. ingestion. 12 lymph. 13. anerobe. 14. calorie. 15.flagella. ( 30 min.)

N.B. Write first on questions which you can answer most easily  
Be guided, but not arbitrarily by time index.

DEPARTMENT OF SOCIAL SERVICE.  
McGill University.

Examination: Principles of Sociology.  
Examiner: Dr. Wm. Caldwell.

April 7th, 1922.  
2.30-5.00 P.M.

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1. What is the real and the working theory underlying the modern Social Settlement movement? What is the most relevant and the most important thing you have to say about Social Settlements as they exist in Britain or as they exist here?
  2. Outline the modern treatment of the Charity and the Dependency problem.
  3. What have you got to say about Crime and Delinquency from the modern point of view?
  4. Why should Abnormal Man be studied by students of Sociology? What do you mean by abnormality and its different degrees?
  5. How does Hayes treat of the nature and life of society in his chapter on this very subject?
  6. How does Hayes treat of the question and the relations ( or the relation ) between Society and the individual, or the individual and society? How are you inclined to treat it?
  7. What in its last analysis is the social problem of modern times? Are we really meeting it in our social agencies? If so, how? Is it soluble?
  8. What are the parts of Sociology that have impressed you as most definite and most scientific? Why? How?
  9. What studies and what academic disciplines have the greatest bearing on "Sociology"? What is the best way to study it effectively?
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DEPARTMENT OF SOCIAL SERVICE.  
McGill University.

Examination: Home Economics. Sessional 1921-22.  
Examiner: Miss B.M. Philp. Time: 2 Hours.

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1. (a) What are the body requirements in regard to food ?  
(b) What classes of foods supply these needs ?  
Give examples of each class.
  2. (a) What tests do we apply in estimating the value of any food ?  
(b) Judged in this way, give your estimate of the value of the following foods: Prunes, Roast beef, Cabbage, Cornmeal, Codfish, Walnuts, Carrots, Eggs.
  3. What arguments would you advance in favour of the establishment of milk stations in poor districts ?
  4. (a) Why has the study of Vitamines recently assumed such importance ?  
(b) Outline briefly our present knowledge on the subject.
  5. (a) What is meant by a "Family Budget" ?  
(b) You are asked to take charge of a dependent family of eight persons ( two adults and six children from 2-13 years ) Explain your method of procedure in preparing their budget.
  6. (a) What factors would you take into consideration in planning the food supply for the above family ?  
(b) If you found you could allow \$ 14.00 per week for food, make a list of your week's purchases.  
(c) What advice and suggestions would you give the mother in regard to meals for the three younger children ?
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DEPARTMENT OF SOCIAL SERVICE  
McGill University.

Examination: Child Welfare.  
Examiner: Mr. Falk.

Sessional 1921-22.  
Time: 2 1/2 Hours.

1. What is the purpose of a Receiving Home for children in the community? How would you plan a home for 60 children? What should its relation be to the other children's institutions and organizations in the community?
2. Explain the following terms in their relation to child welfare: a wage home; dovetailing in industry; economic training of the child; "moral will".
3. Describe the steps to be taken in selecting suitable Free Family homes for adoption.
4. (a) Under what conditions should parents be permitted to see their "placed out" children?  
(b) Contrast the economic cost of institutional and foster home care for whole orphan children.  
(c) How would you meet the criticism of the expense of maintaining a well run, well equipped cottage institution?  
(d) Discuss the method of training a child: "If I catch you doing this, I shall etc."
5. Outline the procedure in the case of a juvenile offender from the time the case is reported to the court until the disposition has been made by the judge; giving reasons for the method of each step in the procedure; DO NOT discuss the reason for any particular type of decision.

or

Discuss the scope and organization of a Probation Officer's work.

NOTE:

In reckoning the Session's marks, this paper will count 50, and the First Term's paper 50.

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DEPARTMENT OF SOCIAL SERVICE.  
McGill University.

Examination: Organization and Administration of Social Agencies  
Examiner: Mr. Falk. Sessional 1921-22. Time: 3 hours.

1. What has Vives to say as to the part the state should play in matters of public welfare; make no reference to specific suggestions made by Vives as to organization.
2. What definite tendencies does the chronological record of the growth of private charities indicate in the development of social work ?
3. Discuss the pros and cons of Public and Private Charity.
4. Discuss the following: The activities of the social worker tend to socialize the recognized professions; work out the theory in relation to the professions of Law or Architecture.
5. Why should a social agency work under a constitution and by-laws ? What can be legitimately included in the constitution clauses ?
6. As a case worker in the Family Welfare Association, you wish to send a letter to a Miss Robson, a case worker in the S.P.W.C. in regard to a woman, Mary, the wife of Arthur Jones. Both agencies have dealt with the family for some time. Write out the letter as you would dictate it up to the point of the subject matter of your letter.
7. If you are given \$ 25.00. petty cash to handle in your office, what system would you use for expediting the proper accounting of these petty cash expenditures ?
8. What arguments can you cite against the employment of "indirect" methods of finance for social work ?

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DEPARTMENT OF SOCIAL SERVICE.  
McGill University.

Examination: Neuro-psychiatry.                      Sessional 1922.  
Examiner:     Dr. Gordon Mundie.                      Time: 3 hours.

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1. Describe clearly an adequate plan for handling the problem of mental deficiency.
  2. What is the relationship between neuro-psychiatry and every branch of social work ?
  3. How can mental hygiene be of assistance in the problem of education ?
  4. Discuss the relationship between neuro-psychiatry, juvenile delinquency and criminology ?
  5. Define the following terms:  
    delusion.  
    hallucination.  
    paranoia.  
    moron.
  6. (a) Describe the procedure for committing a patient to a mental hospital.  
    (b) What steps must be taken to have a person deported from Canada ?
  7. Outline an adequate case record for a neuro-psychiatric out-door clinic.
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DEPARTMENT OF SOCIAL SERVICE.  
McGill University.

Examination: Industrial History. Sessional 1921-22.  
Examiner: Dr. J.C. Hemmeon Time: 3 Hours.

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1. (a) Describe briefly, life on the English manor in the thirteenth century.  
(b) Do you think that the lot of the agricultural population has improved since then? Give reasons for your answer.
2. (a) What were the purposes and activities of the mediaeval trade guilds?  
(b) Do you think that there is anything in common between the old trade gild and the gild socialism of Cole and others? A "yes" or "no" answer is not sufficient.
3. In what manner and to what extent has the condition of the "workers" been altered by the industrial revolution of the eighteenth century?
4. Give a short account of the combination acts, their repeal and the effects of their repeal.
5. (a) What is a Socialist?  
(b) How does the program of a State Socialist differ from that of a Gild Socialist?
6. In what particulars does the Whitley plan differ from the Colorado plan?
7. a. Write a note on the Catholic National Unions in the Province of Quebec.  
b. Do you sympathise with them or with the international unions? Why?

ANSWER SIX ONLY OF THE SEVEN QUESTIONS.

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DEPARTMENT OF SOCIAL SERVICE.  
McGill University.

Examination: Treatment of Poverty. Sessional 1921-22.  
Examiner: Miss J.B. Wisdom. Time: 3 hours.

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1. (a) What do you understand to be the significance of "social diagnosis" as applied to the individual or family group ?  
  
(b) If presented with social need in any one of the of the following forms what relative facts or groups of facts would you consider necessary as a basis in determining action ? ( i.e. beyond purely emergent requirements)  
a sick breadwinner.  
a deserted wife and children.  
an unmarried mother.  
a homeless and unemployed man.  
a feeble-minded woman.
2. With what types of legislation and statutory provision do you consider a social worker in Canada should be especially familiar ?
3. (a) What importance attaches to the case record ?  
  
(b) What should be included in a " diagnostic summary " of a case history ?
4. State what may be regarded as underlying principles today in treatment of the following problems: The prisoner; the almshouse inmate; the unemployed; the widow with dependent children; the deserted family; the unmarried mother; the "professional" or street beggar.
5. Write freely on any one of the following topics ( not more than two pages of examination book)
  1. The ~~family~~ in social work.
  2. Unemployment.
  3. Relief.
  4. Poverty and Disease.
  5. The relation of case work to community welfare.

ANSWER FOUR (4) QUESTIONS.

1. Which of the following are stimulants and which narcotics - alcohol, cocaine, tea, nicotine, morphine? (5-min.)
2. What interests support the use of patent and proprietary medicines. (10-min.)
3. What social and personal factors affect the mortality and morbidity rates in tuberculosis. (15-min.)
4. Arrange in the order most needed in this community the following health activities and state briefly your reasons for selecting in the first three instances:- 1. Health Centres; 2. Town planning and housing; 3. Chair of Industrial Hygiene at McGill University; 4. More supervised playgrounds; 5. Prohibition; 6. Paved lanes; 7. Abolition of Red Light District; 8. More and better trained Public Health Nurses; 9. Periodic physical examination; 10. More beds for convalescent patients. (15-min.)
5. Have the following diseases increased or decreased during the last ten years - answer by number, "Yes" or "no" -  
1. Influenza, 2. Smallpox, 3. maternal mortality, 4. measles, 5. cancer, 6. venereal disease, 7. typhoid, 8. automobile accidents, 9. scarlet fever, 10. tuberculosis. (5-min.)
6. Frame Seven Rules of Health which will help children to establish good Health Habits. (10-min.)
7. Why is Birth Registration advisable and necessary?  
or  
How can an adult of 35-40 years increase his or her Life Expectancy? (15-min.)
8. Name the venereal diseases and draft a plan for combating them. (30-min.)
9. What are the external signs of adenoids and diseased tonsils? (10-min.)
10. Define the following:- Pott's disease, 2. droplet infection, 3. cerebellum, 4. Health Crusaders, 5. Registration Area, 6. white corpuscles, 7. astigmatism, 8. streptococcus, 9. selversan, 10. medical social service. (20-min.)
11. Indicate three health hazards in industry other than accident, and name some of the trades and occupations which offer such hazards. (10-min.)

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
DR. F. D. ADAMS  
MR. W. M. BIRKS  
DR. WILLIAM CALDWELL  
MR. J. HOWARD T. FALK  
DR. D. J. FRASER  
DR. OSWALD HOWARD  
MISS HELEN R. Y. REID

DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

April 17th, 1922.

Sir Arthur Currie,  
Principal,  
McGill University.

Dear Sir Arthur:

I hope that you will have time before the meeting on Wednesday afternoon to read over the questions set in examinations in my Department this Session.

The "Principles of Sociology" paper is typical of the so-called courses in Sociology or Social Pathology or any other name people may care to give to such unacademic treatment of very practical subjects.

How can any man, even assuming that he has had the experience and has the knowledge, cover in 25 lectures ground which includes?

1. Social Settlements.
2. The Treatment of Poverty.
3. Crime and Delinquency.
4. Abnormality.
5. The Social Problem!

Do you wish me to be present at the meeting on Wednesday afternoon? The Report of the Committee and the resolution from the Board of Governors to Corporation are so at variance with what I had been led to expect and to the conditions which I outlined in my letter of resignation that I find it hard to take a hopeful view of the future.

Yours sincerely,

*J. Howard T. Falk*

Director.

*Inclosure.*



7

MCGILL UNIVERSITY  
MONTREAL  
DEPARTMENT OF SOCIAL SERVICE

COMMITTEE:

SIR ARTHUR CURRIE, CHAIRMAN  
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DIRECTOR: MR. J. HOWARD T. FALK  
OFFICES: EAST WING, ARTS BUILDING, TEL. UPTOWN 5920  
SECRETARY, MISS VIOLETTE C. LAFLEUR

November 17th, 1921.

Sir Arthur Currie,  
Principal,  
McGill University.

*Principal's file*

Dear Sir Arthur:

Enclosed you will find the Report I have prepared in regard to this Department.

You will see from the last paragraph on page 11, that I am anxious that it should be given official consideration by the Committee. Would you be kind enough to let me know whether it is your wish that copies of the Report should be sent to the other members of the Committee before calling them together?

I would suggest that it might be wise for the Committee to discuss the Report in my absence. I could be on hand to be called in if necessary.

Yours faithfully,

*J. Howard T. Falk.*  
*VCL.*

Director.

JHTF/VCL.

DEPARTMENT OF SOCIAL SERVICE.  
McGill University.

A Review of the Social Work Situation in Montreal from August 1918 to October 1921 from the standpoint of the Department of Social Service.

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Preface:

The purpose of this Review is to enable an opinion to be formed as to the future policy of the University in regard to the training of social workers.

There has been no policy in the past; there could be no policy in the past; there was little information about, and had been little study of the situation with a view to forming a policy.

There was a feeling on the part of a few people which cannot be better expressed than in the words used by the Rev. Dr. Fraser at the Memorial Service for the late Principal: "He saw so many worthy separate agencies trying to grapple with the social problems without unity of purpose and co-ordination of effort, he saw the churches so relatively powerless to effect any appreciable cure because of their sectarian differences, that he dreamed a dream that McGill University might do in this respect what the existing agencies and churches were helpless to effect, that it might not only become the inspirer of a great passion for social redemption and not merely a school for the scientific training of social workers, but also a unifying centre of our manifold social efforts where existing agencies might be strengthened and stimulated and co-ordinated. This is really the thought that lay behind his organising the Department of Social Service in the University."

Whether that feeling on the part of a small number of people in a community, few if any of whom occupied positions which could directly influence the development of social work, justified the establishment of a Department of Social Service is a matter for consideration.

The Essential Requirements to the establishment of a Training School for Social Workers are three in number:

1. A reasonably efficient social laboratory; social agencies are to a school for training social workers what a hospital is to a medical school.
2. An adequate and efficient teaching staff, both for the theoretical subjects which should form the background of the social workers' knowledge, and for the applied subjects

which pertain to the carrying out of social work in practice.

3. An assured demand for the product of the school, for just as people could not be drawn into the study of medicine if the sick were content to depend upon quack doctors and ancient methods of treatment, so people will not be attracted to the study of social service as a vocation if our philanthropies are content to employ people who are only capable of giving doles and pity.

Montreal as a Social Laboratory.

In 1918, when the Department was organised (exclusive of war-time agencies) there were only four types of case working agencies in existence:

- A. The Charity Organization Society (family care).
- B. The Women's Directory (the unmarried mother).
- C. The Hospital Social Service Departments (follow up after discharge)
- D. The Juvenile Court (probation)

B, C and D represent special types of work and should not be used for field work training in the first instance for an inexperienced student if type A is well equipped to offer the training required.

Some estimate of the ability of the Charity Organization Society to perform this service may be gained from these facts:

During the period August 1918 to August 1921, two General Secretaries have resigned, one Case-Supervisor resigned early in 1919 and has never been replaced. Case work supervision was nominally undertaken by the General Secretary; in reality, there was little or no supervision until the present Acting General Secretary was given this responsibility; she has had no case work experience and had been Registrar, in charge of records.

The following facts will give some idea of the strength of the Organization from the standpoint of its ability to train students in the field.

During the three years from August 1918 to August 1921, 43 different Case Workers have filled a maximum of 12 different positions at any one time. Only 4 of these had special training in a school of social work. Of the present reduced staff of 5, one has been on the staff since December 1911, the other 4 came December 1919, January 1920, May 1920 and August 1921. Not one of the five could be considered fully competent to train students in their field work.

Case work fields in which there was no work being done were:

- Child Placing.
- Child Protection.

Whilst it has been stated that in addition to the C.O.S. there were three other case-working agencies, the Hospital Social Service, the Women's Directory and the Juvenile Court, it cannot be claimed that the latter was in any way efficient, whilst the other two have limitations as least as serious as those of the C.O.S.

Thus far, we have considered Montreal as a laboratory from the case work standpoint. It has to be considered from an institutional standpoint also. It would occupy too much space to discuss this in detail and the ground has been covered in the Survey of Protestant and Non-Sectarian Agencies made by the writer for a special Committee during the Summer of 1919.

It must suffice to say that in 1918, excluding the hospitals, our Institutions showed little appreciation of modern institutional practice. For example, all our orphanages were, and still are, block buildings, instead of being on the cottage plan; our voluntary lodging houses for the homeless men did little or no case work and neglected the most elementary hygienic measures for the spread of disease. Our institutional superintendents have been chosen rather for their qualities as housekeepers than their qualifications as social workers.

#### The Teaching Staff.

The Arts Faculty is able to offer the basic subjects which should constitute the bulk of the first of a two year course to students who are not graduates. The value of the work in Arts to the social service student will be greatest if the Arts Faculty feel that the training of social workers is at least as important as the training of teachers.

The teaching of the applied subjects will never be satisfactory until we have as executive heads of the various social agencies people who have the teaching ability, the local experience and knowledge, and a record of many years experience of the branch of social work about which they are lecturing.

At the present time, we should have on the staff people who can qualify in these respects for the following courses:

Family Care and Social Case Work.	Neighbourhood and Community Work.
Child Welfare.	
Child Hygiene.	Crime and Punishment.
Hospital Social Work.	Organisation and Administration of Social Work.
Mental Hygiene.	Social Research & Statistics.
Public Health.	Immigration.
Housing.	

It is not sufficient to find a lawyer, for example, and ask him to give a course on Crime and Punishment, or an architect and ask for a course on Housing. The lecturers in all these subjects must have had practical experience in the particular field.

It is unnecessary to say that a poor laboratory indicates a poor potential teaching staff.

#### Outlet for the Professional Product of the School.

For this purpose, we can eliminate Ontario and the Western Provinces; the Toronto School will meet all Ontario's needs, and the West as a rule will do without trained workers rather than come to the East for them.

The chance of the McGill School lies then in Quebec and the Maritime Provinces. The extent to which the latter will ask for trained workers will depend on the extent to which professional standards are advanced, for at the present time the tendency will be to appoint local people without training. In the Province of Quebec itself, we are faced at once with the fact that the population for which our School should supply the trained philanthropic service is less than 15 % of the whole population.

Whereas the Toronto School has found an ever-increasing outlet for its students in government fields of social work, it seems improbable that the Quebec Government will develop in the same way.

The best opportunity lies in the possibility of developing the field of Industrial Welfare Workers. English people control most of our industries, and the English workers will have a first chance, provided that he or she has at command both languages.

#### The Need for a Training School.

From the foregoing remarks, it might be inferred that Protestant Montreal offers a poor field for the establishment of a school for training professional social workers. Yet the peculiarities of our situation make it particular-

ly advisable that Montreal should provide itself with trained workers who have lived and who are likely to continue to live in this City.

The need for good social work is tremendous. It is quite as, if not more necessary, than in any other Canadian City. Mortality rates are high, juvenile delinquency is common, immorality is rampant, housing conditions are bad, tuberculosis is poorly cared for and in regard to it practically no preventive educational work is carried on. If the need is there, how can it be filled without trained workers, and above all without a community conscience in regard to social problems? For a community conscience will do more than anything to cause an increase in the demand for trained workers.

#### The Volunteer in Social Work.

The community conscience will most easily be developed by short courses of Extension Lectures of a general nature, but before any large number of citizens can be attracted to attend such a course, some spade work will have to be done.

In 1918-19, there was a registration of over 800 for such a course. An analysis of the registration revealed the fact that the people attending were people who were actually engaged in social work and who had had no training or people who as volunteers in some capacity or another had already demonstrated their interest; not a few of those who registered for that course the first year, registered as partial students for one or more of the Certificate courses in the second year.

The Extension Course was repeated in somewhat different form the second year with a slightly lower registration, the composition of which was unchanged.

That source of supply was exhausted. In the third year, an attempt was made to attract people who had never been before by offering a short Extension Course on "Child Welfare Problems"; in spite of the fact that over a thousand personal letters with announcements were sent out, only five people registered.

This year, another attempt has been made to interest new people; personal interviews with the Regent of the Municipal Chapter of the Daughters of the Empire and the President of the Junior League resulted in their endorsement and co-operation in urging their members to make provisional registration for a short course of ten lectures on current social problems. To date, less than 25 have registered.

The apathy of the general public was well shown during the recent Public and Child Welfare Conferences. The maximum attendance never reached 250, and sometimes was as low as 50.

It is to be hoped that some of the outside activities of the Director, which will be related further on, may have had some effect in arousing a more intelligent interest; but the Department will have to carry its message far afield instead of waiting for people to come to it.

#### The Churches.

The churches as organisations are without doubt the most accessible medium through which to carry the message. From time to time, the Director has accepted invitations to speak at Church Club meetings, but time would not have permitted any consistent effort in this direction.

Moreover, it is doubtful whether either the Department or the Social Agencies have inspired the churches as a whole with the desire to co-operate as the best possible way of affording their members and adherents an opportunity of expressing their religious convictions in terms of personal service.

#### The Theological Colleges.

The Director, from a practical experience of twelve years prior to coming to Montreal, knows that the individual minister of a church may have a powerful influence in coping with social problems in the community in which he lives. It is not necessary that a minister should be an expert in any one branch of social work, but it is advisable that he should know enough about the essential problems, such as housing, tuberculosis, infant mortality, juvenile delinquency etc., to enable him to perceive the need for action and forward a movement when necessary; moreover, it is desirable that he should have an almost expert knowledge of the technique of family case work, for no minister can evade the responsibility for at least directing the way in which the poor of his parish shall be attended to.

The Department has failed to convince the Theological Colleges of the wisdom of the suggestion that every Theological student should be required to take a minimum of one hour a week each of his three years.

*A. P.  
1 hr a week  
for all years*

#### The Record of Past Students.

The following table shows the record of students who have taken a Certificate or Diploma Course with the Department during the last two Sessions.



This Session's registration is as follows:

Certificate Course. (full Certificate)

<u>Name.</u>	<u>Age.</u>	<u>Preparation for:</u>	<u>No.</u>
Bridgman	35	Volunteer Service.	
Carter	50	Professional Work.	
Lamb	30	Professional Work.	
Munro	24	Social Settlement Work.	
Ritchie	60	Professional Work.	
Rosenstein	21	Professional Work.	

(Partial Certificate)

Drummond	21	Volunteer Work.	
Lyman	22	Volunteer Work.	
			<hr/>
			8

Partial Students.

Burgoyne			
Bramley-Moore.			
Hurd			
Renshaw			
Scott			
Webster			
Wood			
			<hr/>
			7

School of Physical Education

2nd Year Students ("Child Welfare")			5
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School for Graduate Nurses

11

Total Registration

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31

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It will be noticed that five out of twelve of last year's students are seeking placement and only 3 are actually engaged in social work in Montreal. It is not surprising that our registration for the present Session should be low under the circumstances.

The Director's Activities Outside the Department.

From August 1st, 1918 to October 31st, 1920, the Director was on full salary to the University but during that period, much time was devoted to improving Montreal as a social laboratory for the Department; from November 1st, 1920, the Director has been on part time salary to the University and to the Montreal Council of Social Agencies.

During 1919, the Survey of 57 Social Agencies (Protestant and Non-Sectarian) was made which resulted in the organization of the Council of Social Agencies in May 1920. In December 1919, the Director precipitated the re-organization of the Society for the Protection of Women and Children, and served on the new Executive.

Throughout 1920, the way was being paved for the organization of the Children's Bureau, a co-operative undertaking of five children's institutions for the purpose of social investigation and child placing; this came into being in November 1920.

A re-organization of the Playgrounds Association was initiated by the Director in the Spring of 1920, and carried out by Mr. Bradford and Dr. Lamb of the Department of Physical Education.

The organization of the Council of Social Agencies progressed steadily through the winter of 1919-1920. The activities of the Council since November 1st have centered on the problems of the 4 Divisions into which its 42 constituent units are divided, whilst the Executive Committee has carried through the establishment of the common office building scheme in the Blumenthal Building, the building up of the Confidential Exchange and the quarterly journal "The Social Worker", and the organization of the meeting of the Canadian Conference on Public Welfare held in Montreal this September.

The Present Situation.

Your Director is assured by people outside the professional field of social work that there is a more intelligent interest in and consideration of social problems on the part of the English-speaking Protestant citizens than there was three years ago and that this is in part due to the existence of the Department.

This may be so, but I feel convinced that it is not very general and the failure of the Department to secure any satisfactory registration for an Extension Course from the Junior League or the Daughters of the Empire together with the poor attendance at the Public Welfare and Child Welfare Conferences in September would bear this out.

Without doubt the present financial situation has had its effect on the individual social agencies; some workers have been released and others warned that their services might not be required; at the same time, five of our own students of last year are unplaced and idle. This situation will have influenced our registration of Certificate students, but it does not account for the apathy of potential volunteers and of people who should desire at least some knowledge of the City's social problems.

#### The Future.

Desire for knowledge of social questions must be inspired by a definite propagandist campaign.

#### Outside Meetings in the City of Montreal.

The Director of the Department should prepare a series of four or five talks, illustrated if possible by slides, and should seek out opportunities to give these talks to church societies, Boards of Trustees, clubs and associations. This would involve a good deal of night work.

In a city where the executives of social agencies are competent, this kind of propaganda is indirectly accomplished through their addresses, but with Mr. Bradford and Mr. Dawson gone from the City, there are very few executive officers capable of giving such talks. For example, on the 22nd. inst. a church young women's society, desiring an address on the work of the University Settlement, turns to the Director of the Department when a Head Worker should undertake this.

#### Meetings in Other Cities.

Opportunities to address audiences in other places where there is a considerable enough population could be sought after with advantage in order to develop a community conscience in regard to social work and to create a demand for trained service. Housing and recreation, for example, are problems which can be coped with in the early life of a city or town, but which, if left uncared for as in Montreal, present almost impossible financial obstacles. The Department may well feel some missionary responsibility in this respect and in years to come will be repaid by the attendance of students from these places.

#### The Certificate and Diploma Courses.

There seems no reason to suggest any change in their general character, and for a year or two, the comparatively high cost per student must be faced as inevitable.

The Theological Students.

Every effort should be made to secure the complete co-operation of the Theological Colleges, for the attitude of the Churches in years to come towards lay social workers will depend largely on the sociological training the students receive in their college days.

Graduate Nurses and Physical Education Students.

Subjects such as "Child Welfare" and the "Treatment of Poverty" which are at present taken by students from these two schools with the Social Service Students could to advantage be given in special courses of a more general character.

The Directorship in the Future.

If the Department is to succeed in the face of the obstacles outlined, it will require the full time service of a Director, and I cannot see my way either in justice to myself or the Department to continue in my present dual capacity beyond the end of the present Session, May 31st, 1922.

The Toronto Department employs a Director, a Supervisor of Field Work, a Secretary and a Stenographer, all on full time. The Director at Toronto has at most four hours lecture periods per week.

I have carefully considered the question from a personal standpoint and from the standpoint of social work in Montreal.

From a personal standpoint, I can rightly claim that circumstances over which I had no control have not made it possible for me to have the freedom in the use of my time which Sir William Peterson intended and on which understanding I accepted the invitation to come to McGill. Instead of being in a position to give out through one or two lecture courses such knowledge as I have attained in ten years of executive experience in Winnipeg, and at the same time to acquire a broader knowledge of social questions through study and research, with a minimum of time spent on executive and propagandist work, I have, month by month, with the exception of a three months holiday in England in the summer of 1920, been obliged to use all my energy on executive and organization work, and even to lecture on a subject in which I had no special experience.

If this request to be put on full time again, which I ask should be considered as formal, is granted, I should expect to give the following hours to lecture work or its equivalent:

Certificate or Diploma Students.

Child Welfare	2 hours weekly during Session.
The History of Social Work.	1 hour weekly " "
The Family in Social Work	1 or 2 hours weekly
The Organization and Administration of Social Work	1 hour, one term.
Social Research and Social Statistics	1 hour, one term.
Discussion Class	1 to 2 hours weekly

Special Courses:

Graduate Nurses and Physical Education Students

Child Welfare 1 hour weekly.

Theological Students

City Problems in Social Work, combined with visits of inspection. 1 hour minimum.

In addition to **these** periods which would average from 8 to 10 hours per week, the responsibility for field work supervision will rest ultimately with the Director, though the Secretary must attend to the details of its organization and supervision.

Furthermore, the month of May will require considerable extra work in arranging the next Session's time-table, and the month of September will require the Director's constant attendance for the purpose of interviewing prospective students and conducting an intensive publicity campaign.

Once each year the Director should attend either the National Conference of Social Work in the United States or its Canadian equivalent; this is generally in June.

There seems one other activity which might be considered a justifiable use of the Director's time, namely service on the Board of the University Settlement, which even without any official connection with the University, should be the special medium through which McGill students, past and present, may find an opportunity to satisfy their desire to be of service to their fellow men.



McGILL UNIVERSITY  
MONTREAL.

*Social Service*

FACULTY OF ARTS.  
OFFICE OF THE DEAN.

April 5, 1923.

Sir Arthur Currie,  
Principal, McGill University.

Dear Sir Arthur,

There has been some criticism of Dr. Starkey's lectures in the Social Service Department. I am informed that at least one of the health officers of Montreal has criticized Starkey rather severely. The statement made is that he is behind the times. On this account I would like to omit his name from the list of lecturers in Social Service next year and give the course to some one else. They tell me that Macdonald, who is in Starkey's department, is a good man. I should like to give him a chance at the course. Do you think this could be managed? I shall not, of course, do anything in the matter until I have heard from you.

Sincerely yours,

*Gordon Laing*  
*per 7.*  
Dean

MDF/GJL

April  
Ninth  
1923.

Dr. Gordon Laing,  
Dean, Faculty of Arts,  
McGill University.

Dear Dean Laing:-

With reference to your letter of April 5th and the criticism of Dr. Starkey's lectures in the Social Service Department, I give my approval to Professor Macdonald being asked to give the lectures for next term.

Yours faithfully,

Principal.

*Social Service*

2nd. January, 1920.

Arthur E. Childs, Esq., B.Sc.,  
President, The Columbian National  
Life Assurance Company,  
BOSTON. MASS.

Dear Mr. Childs:-

I have just received your letter of December 27th. asking me for information with reference to J. Howard T. Falk. Mr. Falk is Director of the Department of Social Service at McGill University. This Department was started the year before last, and is now giving a course of study preparing students for positions in various kinds of social and philanthropic work. Before coming to us Mr. Falk was in social work for some ten years in the City of Winnipeg.

With best wishes for the New Year, I remain

Yours very sincerely

Acting Principal.

*W*

THE COLUMBIAN NATIONAL LIFE  
INSURANCE COMPANY  
BOSTON, MASS.

ARTHUR E. CHILDS  
PRESIDENT

*Mr. Falk*

December 27, 1919.

Dr. Frank D. Adams,  
McGill University,  
Montreal, Canada.

My dear Doctor:

Can you give me any information about Mr. J. H. T.  
Falk, commonly spoken of as Howard Falk, who claims to be from  
McGill University and while there was Social Science lecturer. Any  
and all information that you can give me will be greatly appreciated.

With kindest regards, and wishing you a very Happy  
New Year, I am,

Yours sincerely,

*Arthur E. Childs*  
President.

B

Dictated by Mr. Childs; written  
and signed in his absence.