

*Handwritten initials*

CONFIDENTIAL

October 1937

B E D F O R D C O L L E G E F O R W O M E N

(UNIVERSITY OF LONDON)

Minutes of a meeting of the Committee for the Organisation of  
Courses for International Students held at Bedford  
College on Monday, 18th October, 1937.

At a meeting of the Committee for the Organisation of Courses for International Students held at Bedford College on Monday, 18th October 1937, at 2.30 p.m.

P r e s e n t            The Principal in the Chair  
                         Miss Baggallay  
                         Miss Coode  
                         Mrs. Edkins  
                         Lt-Col. Parkinson  
                         Miss Parsons  
                         Mrs. Williams  
                         The Secretary.

1. Minutes.

The minutes of the last meeting had been circulated and were confirmed and signed as correct.

Arising out of the Minutes.

Reported that papers concerning Miss Chapman and Miss Dalrymple Smith, who had been admitted to the Course at the last meeting, but whose papers had not been before the Committee, had since been received and were in order.

2. Communications received.

Apologies for absence were received from:      Mrs. Carter  
   Miss Dey  
   Dame Alicia Lloyd-Still  
   Mr. Mace  
   Dr. Mess  
   Professor Stebbing.

3. Student Business.

a. Withdrawal of Students.

Reported that Miss Jaatinen (Finland) and Miss Martineau (Canada) who had been accepted for admission to the Course had withdrawn.

b. Applications from students for permission to take special courses.

The Chairman stated that before considering these special applications she wished to put before the Committee the principle involved by students being recommended to take special courses.

18th October 1937.

She explained that payment of fees for courses outside those provided for the International Students, though a loss to the College was, in her opinion, reasonable when, on the recommendation of the Head of the Department, a student took an outside course as a substitute for a course provided by the College. But in a case where a student was already taking a full number of classes for an International Course, she thought it must be understood that additional courses at outside Institutions should then be paid for by the student, in addition to her composition fee. She pointed out that this was the general plan adopted with the ordinary degree students. She reminded the Committee that any application to allow a student to take courses for which an additional fee had to be paid could only be granted with the approval of the Council of Bedford College.

The Committee then proceeded to consider the following applications from students for permission to take extra courses:

- i. Miss R. V. Wheelock (<sup>U.S.A.</sup> ~~Great Britain~~).

Reported that Miss Wheelock, who had been refused admission as an ordinary International student (See July 1937 Minute 5), had asked to be admitted as an exceptional student. That Dr. Mess recommended that she be allowed to take the following courses:

1. From the International Course - A1, B2, C1.
2. Dr. Mess's Seminar in Sociology.
3. An additional course on "Statistics" at University College (Professor Pearson). Fee £15.15.0 for two sessions a week throughout the year.

Recommended that Miss R.V. Wheelock (<sup>U.S.A.</sup> ~~Great Britain~~) be admitted as an International Student at the usual fee and be permitted to take as a substitute for one of the International Courses a course on "Statistics" by Professor Pearson at University College. (Fee £15.15.0).

- ii. Miss O. F. Griffith (Great Britain).

Application was put forward on behalf of Miss Griffith that she be allowed to substitute for Course B4:

1. Psychopathology and Mental Hygiene at King's College (£4.4.0).
2. A clinical course at the Tavistock Clinic. (£3.3.0).

18th October 1937.

The application was put forward on the recommendation of Dr. Mess.

The question was raised whether two outside courses did not represent more than the International Course B4., and Miss Baggallay said she would report on this matter at the next meeting. The Committee were reminded that Miss Gadd and Miss Kessell had taken these courses in the previous year.

Recommended that Miss O.F. Griffith (Great Britain) be allowed to substitute for the International Course B4 the following:

1. Psychopathology and Mental Hygiene at King's College. (Fee £4.4.0).
2. Clinical course at the Tavistock Clinic. (Fee £3.3.0).

iii. Miss M. M. Robertson (Great Britain).

Reported that this student was taking a full International Course but had been recommended in addition to take the course in Psychopathology and Mental Hygiene at King's College. Miss Baggallay reported that there was a suggestion that she should drop Course C9 and only take part of Course B4, but that this matter had not been finally decided. That she would talk over the matter again with Dr. Mess and report later.

Recommended that should the Head of Department consider it desirable, Miss M.M. Robertson (Great Britain) be allowed to add to her full International Course a course in Psychopathology and Mental Hygiene at King's College. (Fee £4.4.0).

It was understood that decision whether payment of the additional fee involved in the above case be required from the student in addition to her composition fee or paid by the College would rest with the Finance Committee of Bedford College.

iv. Students sitting for the Ministry of Health Certificate.

Miss Baggallay further reported that Miss Chapman and Miss Heeney (both Great Britain) both wished to take the Ministry of Health Certificate, and in order to do so had to take 8 courses, which was more than the maximum thought desirable for an International Course. That some of the courses were short ones and that Dr. Mess thought the students would be able to carry this extra work.

18th October 1937.

RESOLVED that Miss Chapman and Miss Heeney (both Great Britain) be allowed to take 8 courses instead of 6 in view of the fact that they are sitting for the Ministry of Health Certificate.

4. Business sent forward from the Committee of Management of the F.N.I.F.

Letters from the Secretary of the Committee of Management of the F.N.I.F. putting forward certain requests from the Committee of Management had been circulated to the Organisation Committee.

(For letters see File 196F)

The letters dealt with the following matters:

a. Increased representation of the F.N.I.F. on the Organisation Committee.

Reported that Dame Alicia Lloyd-Still and Mrs. Carter had been nominated by the Committee of Management as its representatives on the Organisation Committee for the sessions October 1937 to October 1939. That the Committee of Management also asked to be allowed to nominate a third representative on this Committee, and that should it be permitted to do so, it proposed to nominate Miss Isabel Stewart, Chairman of the Education Committee of the International Council of Nurses.

Recommended that the representation of the F.N.I.F. on the Organisation Committee be increased from 2 to 3 members.

that in the event of this increased representation being granted the following be appointed as its representatives for the sessions October 1937 to October 1939:

Dame Alicia Lloyd-Still, D.B.E., R.R.C., S.R.N.,  
President of the F.N.I.F.

Mrs. Carter, A.R.R.C., S.R.N., Chief of the  
Nursing Division, L.O.R.C.S., and member of  
the Committee of Management of the F.N.I.F.

Miss I. Stewart, Chairman of the Education  
Committee of the International Council  
of Nurses.

18th October 1937.

b. Application for status of "Associate Students of the University" for the International Students.

Reported that the Committee of Management had asked that application be sent forward to the University of London that the status of "Associate Students of the University" be granted to the International Students. The Committee were informed that the definition of "Associate Student" was as follows:

"An Associate Student shall be a student registered as pursuing in a School a course of study recognised by the Senate in this behalf for a degree, diploma or certificate of proficiency other than a degree, diploma or certificate of proficiency of the University."

That Associate Students had to pay a registration fee of 10/6 to the University.

Recommended that application be made to the University of London that the status of "Associate Students of the University" be granted to the International Students.

c. Addition of a fourth subject to the options under Group A.

Miss Baggallay reported that the Grand Council of the F.N.I.F. at its meeting in July had asked that a fourth subject might be added to the options already allowed under Group A, namely, "Principles of Education and Methods of Teaching". That it wanted this course to be available for nurses who wished to do Sister-Tutor work or teaching at Health Centres, realising that the number who wished to take such a course might only be a few, and that they must already be well qualified in the subjects they wished to teach.

Discussion took place and the Committee was on the whole against the general principle of adding extra courses. The question of whether the courses already in existence did not provide what was asked for, if differently grouped, formed a large part of the discussion. It was agreed that the matter was an important one on which a decision should not be taken in a hurry.

18th October 1937.

RESOLVED that further discussion on the matter be deferred until the next meeting of the Organisation Committee, when Miss Baggallay be asked to report further on the exact requirements of the F.N.I.F.

d. Reorganisation of the tutorial work for the International Students.

Reported that the Committee of Management wished to propose that the tutorial work for the International Students, at present delegated to two half-time Tutors, Miss Baggallay and Miss Parsons, should in future be done by one whole-time Tutor, who should be a Nurse, and who should be attached to the Staff of both Bedford College and the College of Nursing.

There was a long discussion about the practical difficulties of putting into execution the proposal before the Committee. Some members of the Committee thought it might be difficult to get one person sufficiently well qualified on both sides of the work. It was finally resolved

RESOLVED that the letter before the Committee be circulated to the Council of Bedford College and to the Committee of the College of Nursing with the following resolution:

That the Organisation Committee approves in principle the proposal made by the Committee of Management of the F.N.I.F. for the re-organisation of the tutorial work for the International Students. It recommends that the Organisation Committee set up a Sub-Committee to go into the details of the scheme and the conditions of appointment of the Tutor and submit a report in due course to the Governing Bodies of both Institutions.

5. Reports from the Tutors on the practical work.

Reports were received from the Tutors on the practical work of the students during September and are appended. (See File 196F).

6. Date of next meeting.

The date of the next meeting was fixed for Monday, 17th January 1937 at 2.30 p.m.