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Report of a working party on
the proposal to develop City
of Leeds College of Education
and Carnegie College of
Physical Education as a single
college.

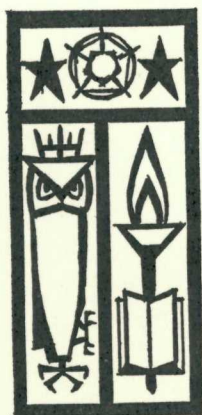
by

Leeds Education Committee

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Report of --- to develop
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Selection of Students

43. The two Colleges select students for the present joint course by a joint interviewing committee and within the new College we envisage that this practice will continue. Admission to courses at present run by Carnegie College will be the responsibility of the Carnegie Director. The final decisions on all admissions must rest with the Principal.
44. It is impossible to lay down a fixed proportion of places to be reserved indefinitely for physical education students, since no College of Education is wholly a free agent in the matter of admissions. Nevertheless we believe that the present number of three-year students (50-60) who take secondary school physical education as a main course subject is satisfactory and we recommend that it should be maintained. We see no reason to expect a radical change in the foreseeable future.

Students' Unions and Teams

45. At present each College has its own Students' Union and its own sports teams. We recommend that from September, 1968, there be formed a single Students' Union and that in all activities there be combined College teams. We recommend the immediate establishment of a joint advisory committee of staff and students of both Colleges to work out in detail the changes necessary.

Insignia

46. We recommend that staff and students be asked to submit to the Governors suggestions for a new College badge, and believe that consideration should be given both to designs that incorporate features of the existing separate College badges and to wholly new designs.
47. In addition there is a Carnegie College badge which is worn on a blazer by all advanced students and by all joint course students from the start of their final year. In considering the future of this badge we have been assisted by hearing the views of a meeting of staff and students of both Colleges and we recommend that from September, 1968, the present Carnegie College badge continue to be available to all students who take physical education as their main course or at any higher level. A student who transfers to another main course should no longer wear the badge.

Halls of Residence

48. The Carnegie College buildings originally provided by the Trustees include a hall with accommodation for 67 students. In 1960 it was decided not to extend this building, but instead to include 20 places for students of Carnegie College in the R. W. Rich Hall which was opened at the City of Leeds College in 1964. There are thus 87 residential places at the disposal of the Principal of the Carnegie College. At present about 40 of these are taken by the physical education students on one year courses and the remaining 47 places are used for joint course students in their third year. The latter have previously spent a residential year in a hall of the City of Leeds College.

4. We see no overriding need to retain 20 places for physical education students in the R. W. Rich Hall. We therefore recommend that these places be regarded as part of the general residential allocation at the College which the Principal will administer in the normal way.
0. The future use of the 67 places in Carnegie Hall has presented us with some difficulty. We wish to remove the disadvantages for other halls of a system that takes from them men in their third year, but at the same time it was the original intention of the Carnegie Trustees that the building should serve physical education and it would be impossible to ignore that intention. It is our view that places in Carnegie Hall should be allocated to students studying physical education on the main course and beyond and we recommend that Carnegie Hall be administered by the Principal in accordance with this view.

Facilities for Physical Education

51. At our request a preliminary survey was made of existing facilities for physical education, and we are seriously disturbed by the present position. The condition and extent of the playing fields was strongly criticised by H.M. Inspectors in 1955 and 1959 when there were about 600 students. Ten years later, with plans well advanced for 1,400 students by 1970, no capital improvements have been authorised. The cricket wickets are poor, the one Rugby football pitch is often unusable, facilities for netball are deplorable and the hockey pitches need draining. In general the playing fields fall short of the standards now normal for new secondary schools. The position is aggravated by the lack of facilities for other sports, including those for women students. The recent building extensions have reduced the number of tennis courts from 16 to 5 and four of these are in bad condition. The swimming pool was criticised by H.M. Inspectors in 1956; it is in need of considerable repair and is not suitable for advanced work or for diving. There is no provision for squash, the athletics tracks are poor, the facilities for dance and women's gymnastics are inadequate and there is a shortage of storage space. The Colleges do not at present have an Outdoor Pursuits Centre.
52. In the light of what we say in paragraphs 24 and 51, it is our considered opinion that the whole future of the merger will be gravely prejudiced unless the Education Committee and the Department of Education and Science take action to remedy these defects. We recommend the Education Committee to invite the Department to co-operate in a survey of the facilities so that a full development plan can be prepared in consultation with the physical education staff of the Colleges. Our preliminary inquiries suggest that the total cost of necessary work may be in the region of £200,000. It would be wrong for this detailed survey to be undertaken without a firm assurance from the Education Authority and Department that capital can and will be made available to develop the facilities.

Conclusion

3. We are in general agreed on the recommendations contained in our report, and while many points of difference have been aired our discussions have taken place in an atmosphere of goodwill and co-operation. We believe that this augurs well for the future and will be reflected in the willingness of the staffs of both Colleges to work for the success of the "City of Leeds and Carnegie College". We hope that this willingness will be matched by the action taken by the responsible authorities on our recommendations.

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Historical Note

1. The City of Leeds College opened in 1907 in temporary premises. In 1912 the College was established in its buildings at Beckett Park on a site of 96 acres.
2. Carnegie College of Physical Education was established in 1933 by the Carnegie United Kingdom Trustees to meet a national need for qualified men teachers of physical education. The Leeds Education Committee provided land within the Beckett Park estate and the buildings are adjacent to those of the City of Leeds College. From the start the Leeds Education Committee were responsible for the maintenance of the College and in 1937 the interest of the Carnegie United Kingdom Trust was relinquished, subject to consultation with the Trustees if it was intended to vary the purpose to which the buildings are put.
3. From 1933 the two Colleges functioned as separate establishments at Beckett Park though there was shared use of some facilities such as playing fields and the swimming bath. This continued for twenty-five years (apart from a break from 1939-46) until in 1958 the impending introduction of a three-year course of teacher training caused the position to be reviewed. After prolonged discussions it was decided in 1960 that the Carnegie College should continue as a separate teaching institution, but should be jointly responsible with the City of Leeds College for the provision of a three-year joint course. The administration of the two Colleges was centralised under a Bursar and subsequently a joint Governing Body was established with responsibility for both Colleges.
4. In 1966 the Department of Education and Science approached Leeds Education Committee to suggest a review of the 1960 agreement. The Department indicated that they favoured a new arrangement with a single College under one Principal. They suggested for consideration by the Authority that within this College there might be established a centre for physical education to maintain the work of Carnegie College.
5. As a result of this approach the Governors and the Education Committee in November, 1966, approved in principle a proposal that the two Colleges should be merged into a single College under one Principal. It was a condition of this resolution that the name "Carnegie" should be preserved within the College and that the standards and functions relating to the training of specialist teachers of physical education should be safeguarded.

Working Party

6. In January, 1967, a Working Party was appointed "to discuss the detailed implementation of the proposal" to develop the two Colleges as a single College. The members of the Working Party were:-

Members

Mr. D. A. Fiske (Chairman), Deputy Education Officer } Leeds Education
Mr. G. Hainsworth (Secretary), Administrative Assistant } Department.

Mr. E. O. Bouffler, Principal }
Mr. A. G. L. Ventre, Senior Lecturer } Carnegie College of Physical
Mr. G. B. White, Senior Lecturer } Education.

Dr. L. Connell, Principal }
Mr. F. C. Willmott, Deputy Principal } City of Leeds College of
Mr. R. Gillibrand, Principal Lecturer } Education.

Assessors

Mr. W. J. Evans, H.M. Inspector.
Mr. J. D. Ridge, Deputy Director, Institute of Education, University of
Leeds.

WORKING PARTY REPORT

Introduction

7. We have met on eleven occasions and have considered all the matters that appear to be relevant at this stage. On particular subjects we have been assisted by Mr. R. B. Bateman, Mr. G. E. W. Hebditch, Miss D. I. Waite and Miss E. Whitwam who joined us to discuss papers which they had prepared. We were also assisted by papers prepared at our request by Mr. E. V. Beer and Dr. M. G. Mason and by a survey of facilities made by the staff of Carnegie College. We wish to record our appreciation of the help given to our work by these members of the staffs of the Colleges.
8. While we do not wish to tie irrevocably the hands of future Governors and Principals we believe it desirable to go into some detail so that the steps needed to effect the merger are clearly set out. We have tried to avoid building in unnecessary rights and privileges which might hamper the development of a single College. We realise that the day to day workings of the merger will be subject to review if experience indicates to those concerned that modifications are necessary.

Date of Merger

9. At an early stage of our discussions the Principal of Carnegie College informed us that he would retire at Easter, 1968. We consider that the merger must take place at the start of an academic year and therefore recommend that it be planned for September, 1968.

Name of College

10. We believe that considerable care must be taken to select a name for the new single College and we invited students and staffs of the two Colleges to convey their views to us. The staff of the City of Leeds College voted to name the new College "City of Leeds College", but we do not favour this as it could easily convey the impression that Carnegie College had been abolished. The students and a substantial minority of the staff voted for "Beckett Park College" which has the merit of emphasising that the new

arrangement is in effect a fresh start. The disadvantage of this name is that it will take time to be generally accepted.

The staff of Carnegie College voted for "City of Leeds and Carnegie College". This has the merit of retaining the well established names of the existing Colleges.

After careful consideration we recommend that this name be adopted.

Carnegie School of Physical Education

11. Within the new College we propose that all work in physical education be organised in a single unit to be called Carnegie School of Physical Education. This will include all the physical education at present carried out in Carnegie College as well as the physical education now done in the City of Leeds College.

Carnegie Director of Physical Education

12. We have assumed that when the Colleges are merged it is intended that the Principal of the City of Leeds College at that time will automatically become the Principal of the new single College, and that all members of staff and students of the existing Colleges will become members of the single College. All our recommendations are based on this assumption.
13. It follows that no new Principal of Carnegie College will be appointed. It will, however, be essential to appoint a person of high academic standing in physical education to be responsible to the Principal for all work in physical education.
14. We recommend the establishment in the combined College of a new post to be styled Carnegie Director of Physical Education, the holder of which shall be Head of the Carnegie School of Physical Education. The salary and status to be attached to this post must be equivalent to those of a Deputy Principal but in matters other than physical education the Vice-Principal and Deputy Principal of the present City of Leeds College shall have precedence. We later make a number of recommendations to ensure that the Carnegie Director in his capacity as Head of the Carnegie School of Physical Education has a special position.
15. The period of transition will not be easy and we believe that the Carnegie Director will need time in which to plan the new arrangements. We therefore recommend that an appointment to this post be made from January, 1968, so that the Carnegie Director may work for one term with the retiring Principal of Carnegie College and then have the summer term of 1968 in which to complete the arrangements for the merger under the general direction of the Principal of the City of Leeds College. In the present circumstances the post of Carnegie Director must be seen as one for a man and the advertisement for 1968 should specify this. We do not rule out the possibility that at some future date changed circumstances might make it possible to open the post to both men and women.

Academic Staff

We have examined the present academic establishment of Carnegie College and the establishment of the physical education department of the City of Leeds College. These are:-

| | <u>Grade</u> | <u>Carnegie</u> | <u>City of Leeds</u> |
|---------------------|--------------|-----------------|--------------------------|
| Principal Lecturers | | 3 | 2 |
| Senior Lecturers | | 7 | 3 |
| Lecturers | | 5 | 2 |

We recommend that with one exception (see paragraph 21) all these posts be placed under the Carnegie Director.

7. In consultation with the Principal, the Carnegie Director and his colleagues must be free to organise the physical education work in the manner that seems best to them. Initially we envisage that the work in physical education must cover Research, Course of Advanced Study, Supplementary, Overseas and Graduate Courses, Main Courses including the provision for the Bachelor of Education degree, and other courses for both men and women. The position of Health Education will require special consideration and we recommend that this be arranged at an early date in consultation with the Science Department.
18. It is not for us to determine either the desirable establishment of academic staff to cover this work or to detail the duties for each existing member of staff. We wish to emphasise, however, that three principles must be observed when the merger takes place. Firstly, any assessment of work in physical education to fix the establishment must have due regard to the level of work and allowance must be made for the heavier demands on staffing of the more advanced work. Secondly, we expect the new arrangements to be so planned that existing members of the academic staffs are not initially required to undertake duties that differ greatly from their present commitments. Thirdly, no existing member of staff should lose either in grade or financially as a result of the merger and complete safeguarding is essential.
19. Within this general framework and in consultation with the Principal, the Carnegie Director must be free to make such adjustments to duties as seem desirable. Moreover, when posts fall vacant it may be advantageous to amend the duties and review the responsibility payments before the posts are filled.
20. It is intended that research in physical education should be developed and proposals to establish a new research post have recently been approved by the Governors. The development of research will be a special responsibility of the Carnegie Director and we believe that the arrangements outlined in the preceding paragraphs will both preserve the work now carried out in Carnegie College and permit future developments.
21. One of the Principal Lecturers at present in Carnegie College is concerned with Education and we recommend that this post be transferred to the Education Department of the new College. It is clear that during the tenure of the present holder his special interest in physical education will be guaranteed. To safeguard the future position we recommend that the post be

officially designated as one to be held by a person with a special interest in physical education.

Academic Board

2. At present each College has its own Academic Board. We recommend that from September, 1968, there be a single Academic Board for the College and suggest that the Governors invite the staffs to submit proposals for an amended constitution. This constitution should include adequate representation for the interests at present served by Carnegie College but we do not favour any special weighting for the physical education staff. Instead we recommend that the Carnegie Director should ex-officio be a member of the Academic Board and that the Academic Board should itself arrange substantial delegation to a standing committee empowered to deal with physical education matters. We note that the academic responsibility for the Course of Advanced Study rests at present with the Institute of Education and will not be affected by the merger.

Curriculum and Time Table

3. The two Colleges share many facilities and this already makes it necessary to reconcile the competing claims of the specialist courses and the courses for other students when the time table is prepared. While there is evidence of co-operation it would be wrong to pretend that there are not many problems and difficulties.
24. The establishment of a single College comes at a time when there will be a considerable increase in the number of three-year students and it is essential that the requirements for the specialist courses in physical education be considered alongside physical education requirements throughout the College. We have discussed this aspect and believe that as the Carnegie Director will be responsible for all physical education in the College some of the problems which now exist will be eased. In this matter as in many others the satisfactory solution of difficulties will depend on goodwill between the Carnegie Director and his colleagues, but it would be immeasurably assisted by an improvement in the facilities available for physical education (see paragraphs 51-52).

University of Leeds

25. In addition to its participation in the affairs of the Institute of Education, Carnegie College has close contacts with the University of Leeds; for example students attend courses in anatomy and physiology at the School of Medicine. We see nothing in the new arrangements that will prejudice the maintenance of these connections and it will be one of the Carnegie Director's duties to preserve and foster the University links, with special reference to the developments of research.

Science Department

We have already referred to the development of research in physical education and one of our chief duties is to ensure that within the new college conditions exist for this. At present Carnegie College has close working links with several University departments but is not closely associated with the Science Department of the City of Leeds College. The Science Department is doing work of a high standard and we believe that in the new College both the Carnegie School of Physical Education and the Science Department will benefit from closer co-operation.

We also believe that there will be considerable scope in the new College for increased co-operation in terms of human and material teaching resources. We envisage that this is most likely to take the form of the development of a unit particularly concerned with human biology and are satisfied that considerable progress can be made as a result of co-operation between the Carnegie Director and the Head of the Science Department, and by using existing members of the academic staff. We do not at this stage recommend the establishment of any new post or the transfer of any existing member of staff, but we are convinced that there are possibilities for co-operation in the development of work of national importance in this field.

Library

At present each College has its own library with about 30,000 books at the City of Leeds College and 1,500 reference books at Carnegie College. We recommend that these be combined and organised as a single library, administered by the Librarian of the City of Leeds College. The task of cataloguing and re-organising to do this will be more than the present staff can undertake and we recommend the temporary appointment of two assistants for six months for this work.

Part of the present library at Carnegie College is a Memorial Library consisting mainly of books originally provided by the Carnegie Trustees or specially given to the College. There is also a separate library collection for the Advanced Course students. We recommend that a joint reference collection on physical education, physical recreation, human biology and related subjects be housed in the existing Carnegie College library, including current issues of relevant journals, and that back numbers be filed in the main College library with the exception of certain advanced journals. This reference collection should be called the Carnegie Reference Library and the Memorial Library books should be included in this Reference Library. Under existing arrangements the Carnegie College Library is normally not staffed. For the new system it is desirable that the Carnegie Reference Library should be open during College library hours and should be staffed. For this purpose additional staffing of the library may be needed.

Audio-Visual Aids

1. We recommend that the Audio-Visual Aids Service which is already in being at the City of Leeds College be extended to include the work at present done in Carnegie College. The Carnegie School of Physical Education would then use the service in the same way as do departments of the City of Leeds College. Some specialised equipment would be held in the Carnegie School under a lecturer who would be a member of the Visual-Aids Committee. Supplementary equipment and equipment not needed exclusively for physical education would be available centrally.
32. We recommend that a library of Audio-Visual Aids material be created and located in the library. In addition some Audio-Visual Aids material should be included in the Carnegie Reference Library.

Non-Teaching Staff

33. The changes made after 1960 included the appointment of a Bursar who is responsible to both Principals for the work of all members of the non-teaching staff. After the merger the Bursar will be responsible to the Principal, who will be expected to ensure that appropriate office staff are available to enable the Carnegie Director to discharge his duties. Arrangements for the maintenance of buildings and grounds at the two Colleges are already dealt with by the Bursar and the merger does not create a new situation that requires any recommendations from us. We envisage increased use of certain equipment in the new College and recommend that the ancillary staff requirements be reviewed in the light of these extra needs.

Governing Body

34. The two Colleges are already under a single Governing Body and the merger itself does not therefore present difficulties. In February, 1967, the Secretary of State called on local education authorities to review the constitution of the Governing Bodies of Colleges of Education in the light of recommendations contained in the recently published Report of the Study Group on the Government of Colleges of Education. We have therefore thought it appropriate to comment on the issues that appear to us to be relevant to our terms of reference.
35. The present constitution of the joint Governing Body includes "at least two persons to be appointed by the Local Education Authority because of special knowledge of and interest in physical education". We believe that it is essential to retain this membership in the revised constitution since it serves to safeguard the special position of the study of physical education in the College.
36. At present the Principals of the City of Leeds and Carnegie Colleges both attend Governors' meetings but are not members of the Governing Body. We consider that the Carnegie Director's special role should be recognised by placing him in the same position as the Principal of the College as regards membership of the Governing Body.

At present members of staff selected by the Academic Boards of both Colleges also attend Governors' meetings. When the Colleges are merged there will be only one Academic Board and the physical education interests at present represented through the Carnegie staff will lose this direct link. If our previous recommendation about the Carnegie Director is accepted we see no need for additional special measures and consider that the single Academic Board should be free to choose staff representatives (whether to attend or to be full voting members) without having to pay special regard to those members of staff concerned with physical education.

A revised constitution for the Governing Body is to be submitted to the Secretary of State by 30th June, 1967. As the merger is to be effected in September, 1968, we recommend that the Education Committee prepare these proposals on the basis of a single College. During any interim period the Principal of Carnegie College would until his retirement serve in the role laid down for the Carnegie Director.

Institute of Education

39. When Carnegie College of Physical Education ceases to be a separate College it will no longer be a constituent member of the University of Leeds Institute of Education. We have examined the situation that will then obtain and subject to what follows being acceptable to the Institute we can see no major difficulties.
40. Membership of the Board of the Institute includes one representative of the Governing Body of each member College so that the joint Governing Body of the City of Leeds College of Education and the Carnegie College of Physical Education at present appoints one representative for each College. Under the new arrangements the Governing Body of the single College would be entitled to appoint one representative. We recommend that the Institute be asked to allow the Governing Body to continue to appoint two representatives, one of whom shall have a special interest in the Carnegie School of Physical Education.
41. We recommend that the ex-officio membership of the Board of the Institute, the Professional Committee and the Institute Boards of Studies which is at present vested in the Principal of Carnegie College as the Head of a member institution should pass ex-officio to the Carnegie Director. We do not consider it appropriate for the combined College to have any special provision for membership of the unofficial Principals' Committee of the Institute and therefore recommend that on this body the College be represented only by the Principal.
42. We are aware of discussions now in progress for the establishment in the University of Leeds of a Faculty of Education. We consider it premature to make a recommendation, but when a Board is established for this Faculty we hope that in addition to normal representation of the new College it will be possible to ensure that the Carnegie interests are adequately considered. The most suitable method might be an ex-officio place on the Board for the Carnegie Director.