

T. C. U. FACULTY BULLETIN

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The Faculty Bulletin this year is to be held strictly to official administrative and departmental announcements. An attempt will be made to see each department head on Thursday or Friday of each week, but responsibility for the inclusion of announcements in the Bulletin rests with the faculty member. Material may be sent to the Department of Journalism office, Room 3, Gymnasium.

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"I wish to extend my thanks to members of the faculty for their cooperation during the period of registration."

---S. W. Hutton

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The administration has been under the necessity of delaying any announcement concerning the time of payment of back salaries until after a meeting of the Trustees today. An announcement will be made soon.

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Convocation Service at 11:00 a. m. Sunday is a set occasion for all faculty as well as students. President Waits will preach.

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Among the book donations to the library are: five books from Prof. Ashburn's class in Economics 130, 12 new books from Prof. Crouch, and 31 volumes from Bible class 117. Mr. Curry wishes to announce that reserved books may be checked out of the library after 3 o'clock instead of 4 o'clock in the afternoons.

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Prof. Ballard wishes to remind faculty members to attend the Faculty and President's Reception in the Library at 7:45 p. m. Sept. 30. The reception will begin at 8 o'clock. The receiving line will be headed by President Waits and Dean and Mrs. Hall. Please urge students to write home and invite their parents to meet the faculty at this formal reception.

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## Telephone arrangements:

## Main Building, first and second floors:

In general, the PBX operator will record the calls for teachers, and send them notice at the end of the class period by messenger. The telephone in the alumni office (next to Mr. Wright's office) is assigned for the use of the faculty. The phone on the third floor is also available (Miss Bailey's studio). ✓

Third floor Main Building: Miss Bailey's studio is assigned as a phone room for faculty members. At most periods a student will be present to receive calls and post them to be answered at the end of the period, or call the teachers. If a student is not present, the PBX operator will save the calls for the end of the period.

In Brite Building there is one phone. Someone will receive calls and post or notify at the end of the period.

In other buildings or floors, those near the phone will call the others or post the call.

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Mrs. Beckham invites every faculty member to attend the Freshman Prom at 8 o'clock p. m. Monday evening in front of the library.

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