

FACULTY BULLETIN

VOL. XV

May 25, 1944

No. 45

TO ALL MEMBERS OF THE FACULTY:

There will be a general faculty meeting in the University Auditorium on Friday, May 26 at 4 P.M. Every member is urged to be present.

M. E. Sadler, President  
TEXAS CHRISTIAN UNIVERSITY

TO THE HEADS OF ALL DEPARTMENTS:

Please be available to a certain group of Navy V-12 men in your offices as long as possible on June 8 and 9, or have a substitute there.

V-12 men with regularly prescribed programs will be pre-registered under the direction of Mr. Sherer as a V-12 Counselor. Faculty members will not have to help with them.

However, there is a group of V-12 men with "irregular" programs. The courses they must take are written on cards which will be handed them. On June 8 and 9 they will take these cards to the heads of departments in charge of their major subjects on a degree. When one comes to you, please be prepared with course card blanks and a Summer-Fall catalogue to help him fill out his course card with the required courses and the additional ones you will decide upon together to make a total of 17 semester hours for the trimester, no less. This will be his "pre-registration" for the Summer-Fall trimester. Then have him take the course card, initialed by you, to Mr. Sherer, who will see that his registration process is completed.

There will be no other "pre-registration" program this trimester. If you have any questions arise, please consult Mr. Sherer, or command the undersigned.

Jerome Moore, Dean  
Add-Ran College of Arts & Sciences

Heads of Departments will please not forget to turn in to Dean Moore's office by Saturday noon, May 27, a list of V-12 students who are making a grade of D or F in any course in their department as of that date.

Jerome Moore, Dean  
Add-Ran College of Arts & Sciences

## IMPORTANT:

1. Final examinations for graduating Seniors will be given at the discretion of the teachers, preferably June 19, 20 and 21. Grades on these students are to be in the Registrar's Office by noon June 22. A list of Seniors will be in the Faculty Bulletin in plenty of time.

2. Final examinations for all students except graduating Seniors will be given on the two days scheduled in the catalog, June 23,24, at the regular class hour. No special schedule will be set up. These grades must be in the Registrar's Office not later than noon, Tuesday, June 27th. Earlier reports will be appreciated. These grades are to be turned in on the grade report sheets and also on the "Class Admission and Report Cards."

3. You will note the above schedule provides for only one hour (50 minutes to be exact) for each final exam. It is assumed that the teachers will depend upon key questions, and the steady performance of the student through the trimester as helps in ascertaining the final grade.

4. In view of the above Final examination schedule, a special hour for certain courses with several sections, like English 11 and 24, may be arranged through the Registrar's Office.

5. It is imperative that there be no exceptions to the above schedule, that "all may speak the same language" and that special privileges may be eliminated.

6. The Baccalaureate Service will be held in the University Christian Church, Sunday, June 25, with Rev. Granville Walker delivering the sermon.

7. A meeting of the Board of Trustees is scheduled for Monday, June 26th.

8. Commencement Exercises are to be held at the Honey-suckle Arbor, 8:00 P.M. June 26th, with Dr. L. H. Hubbard, President of TSCW, Denton, delivering the address.

9. July 3 and 4 will be devoted to registering students for the Summer-Fall Trimester. Classes begin on the morning of July 5.

Jerome Moore, Dean  
Add-Ran College of Arts & Sciences

S. W. Hutton, Registrar

3.

EVENING COLLEGE TEACHERS

PLEASE NOTE

1. A number of Evening College classes began February 3rd. The Final Examinations on these classes are to be given at the last class period of the trimester ending May 27th.

Please report final grades to the Registrar on the "Grade Report Sheets" and also on the "Class Admission and Report Cards" not later than Saturday noon, June 3.

2. Classes that began March 6th will give final examinations at the last regular period of the class closing with June 22nd (the end of the sixteen weeks). These grades are to be reported to the Registrar's Office by noon June 29th. Please use both the "Grade Report Sheets" and the "Class Admission and Report Cards."

3. These "Grade Report Sheets" will be sent to you from the Registrar's Office and are the same sheets you put the mid-trimester grades on. These sheets are bound in permanent form at the close of the year and preserved for record. The cards are used to facilitate recording on the permanent record cards.

GOUGH ORATORICAL CONTEST

All members of the faculty are invited to the Gough Oratorical Contest, 8:00 P.M. Friday, May 26. This is the thirtieth annual contest and will be the last. A reception will be given in Foster Hall immediately following the contest. Full cooperation of the faculty will be appreciated. ✓

Professor Lew D. Fallis

## CIVILIAN ABSENCES:

<u>NAME</u>	<u>CLASS</u>	<u>DAY</u>	<u>DISPOSITION</u>
[REDACTED]	All classes	14-16	Excused
	All classes	20	"
	All classes	13,17,18	"
	Typing	19-22	"
	Mus.Theory	22	"
	All classes	17,19	"
	All classes	21	"
	All classes	22	"
	All classes	22	"
	All classes	1-5	"
	All classes	19,20	"
	All classes	17-22	"
	Govt.	17	"
	All classes	19	"
	Span. 23b	24	"
	All classes	21	"
	Eng. 11b	23	Unexcused
	All classes	15,18	Excused
	All classes	15-22	"
	All classes	10,12	"
	Phys. lab	23	"
	All classes	21	"
	All classes	22	"
	Psy.	22	"
	All classes	19	"
	All classes	24	"
	All classes	20,22	"
	All classes	15,16,17	"
	All classes	22	"
	All classes	22	"
	All classes	17	"
	All classes	17	"
	All classes	22	"
	All classes	22	"
	All classes	23	"
	All classes	11,9	"
	All classes	19	"
	All classes	18	"
	All classes	4-17,22	"
	All classes	15	"
	Eng. 24a	20	"
	All classes	22	"
All classes	23	"	
Mus 312	23	"	
All classes	15,16	"	
All classes	19	"	
All classes	18,19	"	
All classes	19-22	"	
Jr. 136	13	"	
All classes	19	"	

Names redacted

V-12 Absence Report for Week Ending May 20, 1944

<u>NAME</u>	<u>CLASS</u>	<u>HOUR</u>	<u>DAY</u>	<u>DISPOSITION</u>
Names redacted	Psy.121	1000	17	Excused
	Span.32	1100	15	"
	Psy.121	800	17	"
	Math.121	900	15	"
	"	900	17	"
	Math.212	1330	16	"
	Math 116	900	18	"
	Math 116	900	13	"
	Chem.825	900	19	"
	Chem.825	1330	19	"
	Math 212	1330	19	"
	Govt. 128	800	16	"
	Fr. 21a	900	16	"
	Psy.121	800	17	"
	Eco. 21b	900	17	"
	Psy. 121	800	17	"
	Math 212	1330	19	"
	Jr. 136	800	13	"
	Math 121	900	13	"
	Math 12a	1000	13	"

V-12 Tardy Report for Week Ending May 20, 1944

Names redacted	Eng. 11b	1330	15	Unexcused
	Psy. 136	900	19	"
	Math 12a	1000	16	"

DROPPED ALL COURSES:

Names redacted