

FACULTY BULLETIN

MEMORANDUM CONCERNING V-12 MEN:-

On November 6, I received the following suggestion from Lt. George C. Decker, Commanding Officer of the Navy V-12 Unit at Texas Christian University.

Dear Dean Moore:

Discussing the matter of low academic standing of some of our Navy V-12 men at this time with Professor Winton it was decided that many of these men could be saved from failure in this program if they had a little more individual attention during the next few weeks. With this thought in mind I would like to submit the following list of men to you who have been extremely low in their academic work for the past semester. These men are on final probation until mid-term. Perhaps you would like to publish this list in your faculty bulletin requesting members to give particular attention to these men.

Names redacted

Names redacted

I am sure each instructor having one of the above men in class will keep in mind he is on probation until mid-term and give him every reasonable attention possible.

Very truly yours,

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

FACULTY NOTICE:

All members of the faculty who have Navy V-12 men in their classes are requested to meet in Room 201 of the Administration Building Monday, November 13, at 4:30 p.m. Please mark this on your calendar.

Jerome Moore, Dean
Add-Ran College of Arts & Science
For the Navy V-12 Committee

THE GRADING PROBLEM:

In order that both new teachers and those who have been on the teaching staff for some time may have in mind the same principles relating to grading it would be wise for everyone to read at this time page 29 of the current catalog. By following carefully, and consistently this system with all that it means will unify and clarify the meaning of grades both at mid-trimester and at the end of the trimester.

NON ATTENDANCE

Page 28, paragraph four, of the current catalog reveals our policy relating to absences. Please lend your full cooperation to the administration of this policy. Reports on absences turned in by the teachers are promptly turned over the Dean Shelburne and Dr. Richardson for personal attention. Where excuses for absences are received they are noted in the Faculty Bulletin for the information of the teachers.

CHRISTMAS HOLIDAYS

The holiday recess begins at 1:00 P.M. Wednesday, December 20th and class work is resumed at 8:00 A.M. Thursday, December 28. Absences from the last recitation before the holidays and the first recitation of any class after the holidays count double. Please note also that the mid-trimester exams close December 20th just at the time of the release for the holidays. Grades are to be in the Registrar's Office not later than 4:30 P.M. the 21st (both cards and grade sheets).

FACULTY BULLETIN

Civilian Absences: Cont'd.

<u>NAME</u>	<u>CLASS</u>	<u>DAY</u>	<u>DISPOSITION</u>
[REDACTED]	ee	Registration late due to illness	
		Registration late due to illness	
	All classes	Nov. 3,4	Excused
	All Classes	Nov. 3,4	Excused
	P.T., Eco. 334	Nov. 6	Excused
	All Classes	Nov, 3,4	Excused

Names redacted