

## FACULTY BULLETIN

VOL. XXII

February 12, 1948

No. 19

### A WORD OF GUIDANCE

We fear that a number of our faculty members do not fully appreciate the necessity of accuracy and order in the final grade sheets. We were obliged to turn back a large number of sheets at the close of the fall semester because of inaccuracies. Hereafter use ink on all reports for these report sheets are bound and retained in the permanent file for reference.

### A SPECIAL REQUEST OF DEPARTMENT HEADS

The Registrar's Office is compiling a list of candidates for June graduation. All department heads are requested to furnish the office with a list of candidates in their respective departments by February 16. The list this year will exceed 300 so let us have work from you now. The checking job is a long tedious process.

### YOUR NEW CLASS ROLL

With your new class roll Mr. Lerrett, the University Statistician has sent to you a very definite and clear cut statement as to how students may enter your class. Please read again the paragraph toward the bottom of that sheet, indicating the four avenues by which a student may enter your class. We depend on your full cooperation and feel sure you will grant it.

### CLASS ROOMS

Any change in class rooms must be cleared with the Registrar before the change is made. Several reasons might be given for this needed action, but one is sufficient. If you were a student in TCU and a death message came for you I am sure you would want your whereabouts to be known instantly. If your teacher had moved to a class room unknown to the office no one would know where to find you.

S. W. Hutton, Registrar

### ATTENTION:

Will all faculty members who have had work published in 1947, please send information to Mrs. Bryson in the English Department for inclusion in the next T.C.U. Writers' Exchange?



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Please excuse the following people who are representing the school in debate at the Second Annual Azalea Debate Tournament Spring Hill, Alabama from classes on Thursday, Friday, and Saturday, February 5, 6, and 7, resp:

Charles H. Brown  
Worth Dalton  
Tommy Hanna  
John Shirley

Also, would you please excuse from classes, Friday and Saturday, February 6 and 7, resp., to attend the Baylor Forensic Meet at Waco the following:

Walter Cook	Jo Anne McCoy
Ben Hearn	Jim Mussetter
Jerry Heltzel	Frankie Robbins
Betty Stinson	

The following students have dropped all courses:

Names redacted

2-9-48  
2-9-48  
2-9-48  
2-10-48