Regular meeting Academic Faculty  
Feb. 3, 1922.

Meeting was called to order by the Director.

Absence excused Messrs. Sease and Heath, present late Mr. Johnstone.

The Director made announcements about the toilets and about the question of grading. He asked that needs for text books for the third term be reported to Mr. Shanklin and he suggested as to needs for repairs to class room furniture.

Prof. Martin called attention to the proposed changes in the Mathematics Division's curriculum which would be reported at the Feb. meeting of the General Faculty and asked for the support of the proposed changes.

Director Daniel suggested that those faculty members who desired to do so report to him the names of those students whose work was deficient and who were not trying. He also suggested consideration of a departmental library and reading room for the members of the Academic faculty. Informal discussion led to the appointment by the Chairman of Messrs. Martin, Sherman, and Holmes as a committee to consider the question and to report on it.

Meeting adjourned.  
APPROVED: Feb. 3, 1922.  
Alf. Holmes, Secy.
Regular meeting Academic Faculty
Jan. 3, 1922.

Meeting was called to order by the
Director at 12:05 P.M. Absent excused Dr. Heeke
and Mrs. Oakes; present late (excused) Mr. Boll.
The Chairman made the following announce-
ments.

That questions to be mimeographed
should be in by 9 o'clock A.M., on the day
before the examination is to be held;
that grades for the second term of this
year should not be given to students
before March 18; that catalog material
would soon be called for; that permission
for changes in text books for the next
session would have to be obtained soon,
if at all, and that this permission
would have to be written permission
from the President.

The report of the committee on libra-
ry and reading room was read and
adopted. A committee of the same
members with Mr. Bradley added was
appointed to canvass the faculty for
books and magazines.

The Director stated that text books
used by the State high schools should not
be used in the College.

Meeting adjourned.

Approved May 10, 1922

(See file for report)
Special meeting Academic Faculty
May 10, 1922.

Meeting was called to order by the Director.

Director asked that each Division have a
meeting and ask in writing just what
it wants in the new curriculum.

Col. Shandarin stated, at the Director's re-
guest, that notice of changes in text books
should come to him as early as possible.

The Director asked that requests for appro-
priations for next year be sent in as early
as possible. Director stated that members
of the faculty would have to cut sten-
ciles for themselves; that instructors
must not give special examinations
without permission of the registrar; that
someone would have to keep in the regis-
trar's office for a few days after
commencement, and that the President
had authorized the use of the tower
room for a library and reading room.

Meeting adjourned.

A. Hohnen,
Secy.

Approved
Sept. 29, 1922
Special meeting Academic Faculty
Sept. 8, 1922.

A special meeting was called to order by the Director.

The Director explained and distributed blanks for daily and weekly reports and leave cards, explained the requisition blanks and asked that each teacher hand him by the end of the next week his individual schedule. He read a letter from the President stating that 1/2 of the amount of even-numbered items of appropriations might be expended and 1/2 the amount of odd-numbered items should be expended by Jan. 1, 1923. He also stated that the Pres. thought that stationery bills were too large and that college stationery should be used only for college business. He also read a letter from the Pres. urging the use of the regular order blank to prevent loss of packages.

On motion the time for the regular faculty meeting was fixed for 12:00 P.M. on Friday immediately preceding the General faculty meeting.

The Director read a letter which he had written but had not sent out calling attention to the evils attending early dismissal of classes and he urged
Regular meeting Academic Faculty
Sept. 27, 1922

Meeting was called to order by the Director, minutes of the preceding meeting were read and approved.

On motion of Mr. Hunter the regular time for meeting was fixed at 12:10 instead of 12:05 P.M.

Mr. Johnstone asked if it would be possible to have the enrollment of freshmen stopped for a time.

Mr. Oakes stated that the librarian asked that students taking out books announce to her whether the books were for credit or for general reading.

The Director suggested that a list of the names of cadets doing poorly be dropped in his door; he also stated that a few were failing to put in daily reports. The Director also asked for a list of the needs of class rooms in the way of lights, repairs, etc.; he stated that the Registrar asked that names of irregular students be not put on regular lists and he stated that changes in text books should be decided on and reported by the middle of the year and that catalog number
Regular Meeting Academic Faculty
Nov. 3, 1922.

The meeting was called to order by the Director at 12:10 P.M. Absent were Johnstone and Sherman; present late Mr. Bradley. The minutes of the preceding meeting were read and approved.

The Director distributed and explained the new report blanks for student grades and announced that the Pres. had ruled that teachers had no right to permit students to recite at an earlier hour in order that they might go on leave.

After discussing the nuisance of Federal Board students smoking in the main lobby, it was generally agreed that teachers would report such misconduct.

Meeting adjourned.

A. F. Holmes,
Secy.
Regular meeting Academic Faculty  
Dec. 1, 1922.

Meeting was called to order by the Director at 12:10 P.M. Absent except Messrs. Shanklin and Oakes.

The Director called attention to the registrar's report as to relative failures the first half semester, to the necessity of having clean class rooms, asked whether students were too frequently taken from class rooms, and called attention to the revision of the faculty rules being made by the General Faculty.

Meeting adjourned.

A. G. Holmes, Sec.

Approved

Jan. 18, 1923.