Regular meeting Academic Faculty
Feb. 3, 1922.

Meeting was called to order by the Director. Absent 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 be urgency 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.

[Signature]
Regular meeting Academic Faculty.  

Mar. 3, 1922.

Meeting was called to order by the Director at 1205 PM. Absent excused Dr. Heath and Mr. Oakes, present late (excused) Mr. Sears.

The Chairman made the following announcements:

That questions to the mimeographed should be in by 9 o'clock AM 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 library 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.  

(A. H. Halner, Secy.)
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. Shanklin 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 help 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.

[Signature]
Sec'y.

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 stationary bills were too large and that college stationary 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 12:05 o’clock 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 long dismissal of classes and he urged...
that classes be regularly held until the signal for dismissal.
Meeting adjourned.

Approved this day, September 29, 1922.

[Signature]

[Seal]
Regular meeting Academic Faculty
Sept. 29, 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 meetings 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 be stated that changes in textbooks should be decided on and reported by the middle of the year and that catalog number
Meeting adjourned.

[Signature]

The text is not legible due to the handwriting style.
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

Aly Holmes, Secy.
Regular meeting Academic Faculty
Dec. 1, 1922.

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

The Director called attention to the registrant'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 Senate Faculty.

Meeting adjourned.

A. G. Holmes,
Sec.

Approved
Jan. 15, 1923