

COLLEGE COMMUNICATIONS

JUNE 13, 1944

IMPORTANT FACULTY MEETING FRIDAY

Every member of the faculty is urged to be present at the Faculty Meeting on Friday, June 16, at 4:30 in Fraser Theater. Reports of committees which have been studying college problems during the year are to be presented. It is very desirable that every member of the faculty be fully aware of the contents of these reports. We are, therefore, asking that all faculty members be present at this meeting except those who have classes at the same hour.

IMPROVEMENT OF TEACHING

There will be further discussion at the Faculty Meeting of the report of the special committee on this subject. It is fitting that the entire faculty is giving serious thought to this topic, for after all, the chief function of the faculty is teaching, and a college is only as good as its teachers. Many people doubt whether teachers as a group strive to improve their teaching techniques and practices. Such skepticism need not trouble us provided we, ourselves, feel that we can improve our own teaching and further, provided we are consciously attempting to do so. It is very evident that our best teachers are continuously alert to the need of becoming better teachers. The teacher who feels that his own teaching cannot be improved has arrived at the time when he should stop teaching.

BETTER ADVISING

The report of the subcommittee which has been studying this subject will be presented at this Faculty meeting. For a great many years, we have talked about improving student advising and a great many members of the faculty have worked diligently at this important task. However, we have about arrived at the conclusion that some definite changes should be made in our advisory work if we are to effect the kind of improvement desirable. The faculty will be interested in the discussion on this topic.

CURRICULUM COMMITTEE

After a good many meetings during the school year, the Curriculum Committee has come to a fair measure of agreement on a number of proposals affecting the curriculum. These agreements are now in the hands of the departments concerned for their study and recommendations. Until this study has been made, the Committee will have no recommendations regarding major curricular changes. It is hoped, however, that such careful consideration will have been given, both by the Curriculum Committee and by the departments involved in the proposals, that the faculty will be in pretty general agreement on the final recommendations.

SPEED AND COOPERATION NEEDED

With final examinations closing on Tuesday, June 27, and with Commencement coming on Thursday, June 29, it is obvious that all teachers must cooperate in reporting grades promptly. Will you please keep in mind the following schedule:

1. All senior grades should be in the Registrar's Office within 24 hours after the final examination. In no case should these be delivered to the Registrar's Office later than 5 o'clock Wednesday, June 28.
2. Red cards for all students who fail in a course, either during the semester or at its end, must be in the College Office not later than 5 o'clock, Wednesday, June 28.
3. All grade sheets should be in the Registrar's Office not later than 5 o'clock on Friday, June 30.
4. Do not drop your grades into the University mail just before any of these deadlines, but please see that they are personally delivered to the office concerned by the time specified.

Your cooperation in observing the above schedule is essential, and will be greatly appreciated.