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Minutes, College of Arts & Sciences Faculty Meeting, January 8, 1925

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Faculty Meeting Jan. 8, 1925

The third faculty meeting of the year was held at 3:30 on January 8, 1925, in the President's office and was opened with prayer by Dr. Taintor.

Present: Mrs. Bingeman, Mrs. Cass, Dr. Dresch, Dr. Feuerstein, Mrs. Grey, Prof. Harris, Mr. Hanna, Mr. Hill, Prof. Jaynes, Miss Jones, Miss Lingenfelder, Miss Niles, Mrs. Podmore, Dean Sprague, Prof. Shiver, Prof. Spaulding, Miss Schenk, Mrs. Taintor, Dr. Taintor, Dean Treat, Dr. Uphof, President Weir, Prof. Weinberg, Miss Wallace.

The minutes of the last meeting were read and approved.

Dean Sprague's report: a number of students are delinquent at this time and their names will be given to any member of the faculty who may be interested in any particular case.

Points brought out by President Weir:

Second semester schedule: instructors are asked to file a list of their courses for the second semester with the Registrar at once so that the schedule may be made up. A list of text books will also be needed, so that the local pharmacy may order them in ample time for class use.

Dates for final examinations of present semester: Jan. 28 to 31st, inclusive. A motion to extend the two hour period to two and one-half hours was lost and the examination period remainstwo hours.

In case a student misses his examination he will be required to pay \$5 for the privilege of taking the examination at a later date.

Reports of Committees:

Catalog: Chairman Harris reported the receipt of more material which will soon be ready to be turned over to the office.

Schedule and Curriculum: Chairman Sprague reported that the Committee had discussed the schedule and curriculum and that the final draft was practically ready for the catalog.

Social: See attached written report of Chairman Treat on rushing season regulations.

Chairman Treat also reported that the football formal would be held on the evening of January 14, at the Woman's Club.

Dr. Dresch asked that students be required to remain in class rooms at least ten minutes after the beginning of the class hour when instructors are tardy. After discussion President Weir announced that he would issue an executive order requiring students to report to class rooms immediately after the blowing of the first bugle and remain there throughout the class hour whether the instructor be present or not. It was further decided that students should leave class rooms im-

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mediately after the blowing of the first bugle concluding the previous recitation in order to eliminate tardiness in reaching the next class.

It was voted that two tardy marks would constitute one absence and be reported by the instructor to the Dean's office as such, the instructor being the judge as to whether the tardiness can or cannot be excused, he being guided by such judgment in reporting such absences.

Mrs. Grey reported on the faculty play and read the caste assigned. The places named were accepted by those present.

The meeting was adjourned at 5:15 p.m.

R. Hanna Secretary.

Approved *W. C. [unclear]* President.