

TACOMA COMMUNITY COLLEGE

Faculty Bulletin

Monday, September 27, 1965

Volume 1, No. 10

**Class counts:** Please take a check of the number of students you have in your classes and turn in a count to the Dean of Instruction at the close of the instructional day. The only means you will have to verify the student's enrollment will be the white copy of the Personal Data Sheet.

Later in the week a class roll will be provided from the IBM run. After class changes are completed an IBM class list will be run on the grade book sheets and these can be inserted in the grade book.

**No Bell Prizes:** All classes begin on the hour and all regular classes terminate fifty minutes later. There will be ten minutes between classes. You must watch the time because there are no bells.

**A Reminder:** Dr. Ford wishes to express to each of you his heartfelt appreciation for your help in registering students. We seem to have impressed upon most students that here they will be expected to extend themselves. Each member of the faculty must also extend himself. The measure of our success is the degree to which we are able to teach all. Under less than perfect conditions we undertake our teaching responsibilities. Whatever the administration can do to help, will be done if it is possible.

**Books:**

Please ascertain whether there are shortages of needed texts. Inform the Dean of Instruction if you are short. Please inform your students that the following books on order have not arrived as yet:

German Review Grammar by Allison Ronald Press German 201  
Essay by Guth, Hans P. Wadsworth English 101 English 101A  
Calculus & Analytic Geometry by Randolph Wadsworth Math 124  
College Algebra by Beckenback Wadsworth Math 105  
Intermediate Algebra by Wooten & Drooyan Wadsworth Math 101  
Economic Flow Chart Twentieth Century Fund Economics 200  
The Science of Biology by Weis: McGraw-Hill Biology 101  
Sociology by Lundberg, George Harper and Row Sociology  
Mas Cuentos de las Espanas by Doris K. Arjons & Carlos Arjona  
Scribners Spanish 201  
Technical Drawing by Giesecke MacMillan General Engineering 101  
Washington: A History of the Evergreen State by Mary Avery History 264

**Change of Schedule:** Students wishing to change their programs must contact their faculty advisors to initiate the change. You are requested to be available until 4 p.m. to assist students. If you are not available, please inform Mrs. Rohrs. Most questions relating to the change procedure are answered in the information presented to you from the Dean of Students. Change of program should be for cause and not to satisfy a whim of the student.

Announce  
this →