

MINUTES OF SEPTEMBER STAFF MEETING  
Psychology Department  
September 6, 1967

The Psychology Department held its September meeting in EP 104 at 10 o'clock, September 6, 1967.

The new faculty members were introduced and welcomed: Dr. Cole, Dr. Kinzie, Dr. Rogers, and Mr. Steinberg.

PRESENT: Prewett, Kinzie, Cole, Mitchell, Grossnickle, Marshall, Dixon, McLain, Stapleton, Higgins, Rogers, Martoccia, Hedges, Steinberg, Burkheimer.

The faculty was told of the arrangements made for security of tests and other material and were informed of the cubicles assigned to each one.

After a discussion about the problems arising from processing of theses on time it was agreed that a committee be appointed to compile a handbook to be distributed to the graduate students spelling out the technical aspects of writing a thesis and also some time schedules to be observed. The following committee was appointed: Mitchell, Chairman, Long, Grossnickle, Higgins, Stapleton.

Dr. Mitchell brought to the attention of the group the discussion that has been heard about teaching Statistics. The consensus of opinion was that the Department of Psychology should keep its own Statistics course.

Dr. Grossnickle asked if anyone had any ideas about speakers for Psi Chi to please give the names to him. The first meeting will be held the first part of October. He also extended an invitation to the new graduate students and staff members to join.

Miss McLain was elected to represent the Department on the President's Advisory Council.

The following committee appointments were made:

Scheduling:

Long, Chairman  
Martoccia  
Dixon  
Prewett  
Marshall

Curriculum:

McLain, Chairman  
Long  
Stapleton  
Martoccia  
Mitchell  
Grossnickle

Comprehensive:

Martoccia, Chairman  
Williams  
Prewett  
Kinzie  
Rogers

It was pointed out that the responsibilities of the Comprehensive Committee are to put together the comprehensive examinations and also make recommendations for special cases that arise as a result of the examinations.

Mr. Dixon recommended that a committee begin to work on the service courses to solidify the texts to be used and topics to be covered. The following committee was appointed to study this problem and make recommendations to the faculty: Dixon, Chairman, Marshall, Prewett, McLain, Cole, and Stapleton.

Dr. Martoccia announced that the Minor Committee had been inactive and suggested that the minor should be reconsidered by the Curriculum Committee and recommendations made to the faculty at a later date. The Curriculum Committee was asked to do this.

Mrs. Stapleton asked if anyone felt the need for a Departmental manual for the faculty that would give helpful information for advising students. The feeling was that one was needed and Mrs. Stapleton was asked to work on this, the Departmental secretary to assist.

Dr. Martoccia reported for the Library Committee. He stated that the Department had been allotted a sum of money for the acquisition of new books and he asked anyone wanting specific books ordered to place their order in the mail box allotted to the Committee in the Departmental Office.

Dr. Marshall asked for the cooperation of the faculty when the time was announced that pictures for the Yearbook are to be taken.

Mr. Burkheimer was asked to check on place and convenient time for a Departmental cookout.

The meeting adjourned at 11:30.

Jean Brown, Secretary  
Jean Brown

Clinton R. Prewett, Chairman  
Clinton R. Prewett