

MINUTES OF THE STAFF MEETING  
Psychology Department  
September 5, 1972

The Psychology Department held its September meeting in EP 104 at 10 o'clock, September 5, 1972.

PRESENT: Means, Martoccia, Corwin, Daugherty, Lao, Stapleton, Higgins, Moore, Prewett, Mallenbaum, Long, Grossnickle, Graham, Hedges, Roberts, Castellow, Tacker, Childers, Mitchell, Hayes, Mr. Dan Searcy of the Division of Continuing Education was also present.

Dr. Mitchell, Acting Chairman, presided and presented the new staff members: Dr. Mallenbaum, Dr. Graham, Mrs. Hayes, and Mr. Childers. Dr. Prewett was also welcomed back.

The following items of business were discussed:

1. Dr. Mitchell announced that trouble was being experienced in equipment and materials being misplaced or stolen and care should be exercised in the use of them and also no one was to take any University equipment off campus. Dr. Higgins stated that not as much equipment was missing from the shop as appeared to be; that it could be located in other parts of the building being used for various things.
2. Dr. Mitchell requested that any tests the professors wanted the office secretarial force to type to please get them in at least three days before needed. Also, he asked that they not try to prevail on the office help that their work had priority over others.
3. The professors were urged to exercise greater discretion about students taking courses by examination.
4. The professors were asked to check students in their classes to be sure they had had the necessary prerequisites. Dr. Tacker mentioned that other departments required the psychology statistics course but not the Math 65 that psychology requires as a prerequisite. It was felt that it should be required of any students taking Psychology 101.
5. The professors were asked to sign a slip in the office for any long distance telephone calls they had to make.
6. Advisors were told they should be in their offices from 9 a.m. until 4 p.m. each day through the drop/add period. If for any reason they found it impossible to do this, they were told to notify the Departmental Office they would be absent at a specific time.
7. Dr. Mitchell announced that the new faculty members were to meet at 2:30 September 5 in SB102.
8. It was decided that the staff would continue to meet on the first Monday of each month at 4 p.m.
9. A discussion was held about the value of having Departmental colloquia. Dr. Daugherty asked if it would not be advisable to have one hour during the week when no professors were assigned a class to teach and to reserve this hour for the colloquia. Dr. Means stated that last year they were held for a 2-hour period, the first hour being devoted to the speaker and the second hour to a social hour and informal discussion. He also announced that Mrs. Stapleton had checked into the possibility of holding these



meetings in the living room of the School of Home Economics and it was thought this would be possible. It was decided that the colloquia would be held the second Monday of each month--time and place to be announced. Dr. Means stated he was going to put a notice in each professor's box soliciting their help in presenting papers or for their suggestions as to a choice of speakers.

10. Dr. Grossnickle was thanked for the sofa he contributed to the Psi Chi Library. Dr. Mitchell also announced that the Library was being moved from EP 307 to EP 202.
11. Dr. Mitchell announced that the Departmental budget had been increased over last year's budget but was about what it had been being prior to that time and urged everyone to consider carefully the need for anything before putting in a request for it.
12. Professors working with the teaching fellows were urged to remind them to check their mail boxes before each class they teach.
13. Dr. R. S. Tacker was elected to the Graduate Council.
14. Dr. Rosina Lao was elected to represent the Psychology Department on the Chancellor's Advisory Council.

Dr. Prewett stated that he felt that the Chancellor's Advisory Council was a very important instrument for getting things done on the campus.

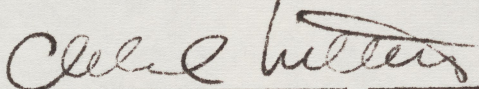
15. It was announced that registration was to be held Wednesday with classes beginning Thursday.
16. Dr. Mitchell announced that Dr. Harry Williams had resigned during the summer and we were unable to fill the position and asked for the faculty's cooperation in the switching of courses which had become necessary due to this resignation.
17. It was announced that the Schedule Committee would meet this afternoon at 2 o'clock in EP 112. Dr. Long distributed forms for the professors to fill out, indicating their teaching preferences for the winter quarter.
18. Dr. Prewett announced that Dr. Long had been appointed by Governor Scott to the N. C. State Board of Examiners of Practicing Psychologists. He also expressed his appreciation for all the courtesies that the staff had extended to him during his illness.
19. Dr. Mitchell announced that Dr. Williams' position would not be available to the Department this year but would be again beginning with the fall of 1973.
20. Dr. Mitchell announced that it was anticipated that the graduate class this year would be around 35 new students.
21. Dr. Roberts stated that the Department had lost some very good graduate students this year and felt some steps should be taken to avoid this in the future. Dr. Mitchell responded by stating that some of this was due to their applications were not completed in time to be acted upon and some due to the fact they needed financial help in order to attend. It was agreed, however, that the Admissions



Committee should set up a time for meeting in order to consider the applications more promptly.

22. Dr. Mitchell announced that Dr. Graham was going to have charge of the graduate teaching fellows and he is going to arrange a colloquium on the teaching of psychology.
23. Dr. Tacker asked if some of the fellowships could be held in order to award them to incoming students rather than give them all to the older students. Dr. Long stated that this year was the first time this had become necessary and it was brought about by the large number of new students coming in and the small number of fellowships available.

The meeting adjourned at 10:45.

  
\_\_\_\_\_  
Charles C. Mitchell, Acting Chairman