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### Fort Hays State University Faculty Senate Minutes, July 29, 1968

FHSU Faculty Senate

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Discussion: Summer School Program, 1968, and how it may be improved in the future.

Minutes of the meeting of the Faculty Senate, Monday, July 29, 1968, at 3:30 p.m. in the Office of the Dean of the Faculty.

Members Present: Mr. Schroder, Dr. Thomas, Mrs. Popp, Dr. Wilkins, Dr. Witten, Mr. Heil and Dr. Garwood, Chairman.

Members Absent: Mr. Bachkora, Dr. Hamilton, Dr. Graber, Mr. Smith and Miss Gangwer.

The meeting was called to order by Dr. Garwood, Chairman. Copies of the 1968 Summer School Schedule were distributed to all members.

SUMMER SCHOOL ENROLLMENT. The summer school enrollment for 1968 at the present time is approximately 2800 students. Last summer the enrollment was approximately 2300 students. Thus the increase in enrollment is between 21% and 22%. It is not known specifically as to the reasons for the increase but it appears that a number of young men were in school to complete a minimum of 30 hours during the calendar year. The graduate enrollment was also larger.

Brochures listing all classes and workshops to be offered in the summer of 1969 will be mailed to teachers throughout the state prior to the Christmas vacation this year. It is also contemplated that the summer school schedule will be made available by the early part of 1969.

CLASS TIME. The question was asked as to why the summer school classes begin at rather unusual hours, i.e., 8:40, 9:50, etc. Summer school classes, for the most part, meet for 60 minutes. Hence, when classes start at 7:30 in the morning, the second class would be at 8:40, the third class at 9:50, etc. Approximately the same amount of class time is spent in class in the summer as during the regular semesters.

DETERMINATION OF SUMMER SCHOOL STAFF. The number of staff members required for summer school is dependent upon the number of students who enroll. At the end of each summer school, the Office of the Dean of the Faculty tabulates the number of students

Faculty Senate Minutes

- Page 2 -

July 29, 1968

by areas as well as the number of staff members by areas. With the aid of this information, coupled with the estimates of the Division Chairman, the number of summer school staff members is determined.

PRE-ENROLLMENT. There have been seven advanced enrollment sessions this summer. A criticism which has arisen about the pre-enrollment sessions is that it is difficult to pre-enroll people and have afternoon classes. It was suggested that each Division Chairman should take into consideration that people having one o'clock classes would not be available for advising. In establishing summer school schedules for next summer, it was suggested that care should be taken in assigning staff members to the one o'clock classes.

CONTACTING GRADUATE STUDENTS. The representative of Biological Sciences told the Senate that the Chairman of his Division addresses a letter to graduate students who might be interested in a summer school program at Fort Hays Kansas State College in the area of Biology. The letter is sent to high school teachers of Biology throughout the State and attention is drawn to courses which will be offered by the Biology area at Fort Hays Kansas State College during the summer session.

WORKSHOP IN DATA PROCESSING. Mr. Taylor, the representative of Vocational Education, visited the campus July 22. During his visitation, he suggested the possibility of Fort Hays Kansas State College's offering a workshop in Data Processing during the summer session of 1969. It seems likely that this workshop would be attractive to teachers in Business.

FORMATION OF THE SUMMER SCHOOL PROGRAM. The workshops offered during the summer session are determined by the Division Chairmen. In a meeting of Division Chairmen the fore part of November, the suggestions for possible workshops are discussed. The Chairman of the Education Department is consulted as to the workshops which people in Education will be wanting. Information is distributed as to past workshop enrollments.

July 29, 1968.

Thus, on the basis of estimated needs and the teachers available, the workshops are established.

It was suggested that the College contact high school and elementary school administrators in Western Kansas to determine if there are particular courses or workshops which they would like to see offered for the summer of 1969. The Office of the Dean of the Faculty will make a survey of this question early in the school year.

LECTURERS FOR SUMMER SCHOOL. It was suggested that an outstanding teacher in some given field might be sought for the summer school session. An outstanding instructor in Education, for example, might address a number of people at the summer school session if we were to offer a workshop.

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The meeting adjourned at 4:15 p.m.

John D. Garwood, Chairman

Lucille Drees, Recorder