

**WESTERN ASSOCIATION OF SUMMER SESSION
ADMINISTRATORS**

N E W S L E T T E R

JANUARY 1983

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University of British Columbia

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San Diego State University

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University of California, San Diego

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Sherry May

University of Southern California

Research:

Ken Loose

University of Calgary

Resolutions:

Margie Howard

University of California, Los Angeles

Newsletter Editor:

William Boub

University of Colorado, Denver

PRESIDENT'S LETTER

Dear Colleagues,

The greatest asset of summer sessions is its people. This was amply illustrated once more at our Vancouver meetings when more than 50 WASSA members attended the joint meeting on "The University in a Declining Resource Environment". It was obvious that our people and their talents are not declining and we all look forward to the challenge ahead.

As President of WASSA for 1982/83 there are two sides of our organization I wish to emphasize.

The first is professional development for our members and the second is the use of WASSA as a vehicle for change within the university system.

Our annual meetings and new administrative workshops tackle the professional development aspect, however, I would like to see much greater, activity at the committee and executive level throughout the year to promote necessary change within the university setting.

I was pleased to see the Ethics Committee resolution respecting continued emphasis on "the humanizing role" of the university and its curriculum.

Efforts of the Research Committee over the past four years have come to fruition and the research results of **Dr. Raymond Young**, Washington State University-Pullman, will be published and distributed to our membership during 1983.

The ad hoc Catalogue Evaluation Committee will be making recommendations to the Research Committee about setting standards for summer session bulletins and catalogues. I believe the institutionalization of calendar evaluation is an important next step.

I am pleased to report that the Ethics Committee will be asked to look at and make recommendations to the Executive and membership respecting the matter of accommodating the transfer of credits amongst universities and colleges. This has been a pet project of mine because, in addition to summer session, I have responsibilities for developing distance education. I believe the transfer of credits amongst institutions is a significant issue and WASSA can make a valuable contribution.

Continued attempts at improving communication amongst members should be encouraged. As Editor of the Newsletter last year, I found it difficult to obtain copy. Write your Newsletter Editor, President-elect **Bill Boub**, University of Colorado, about personnel and programs in your summer session. Let him be the judge of what is appropriate for inclusion in the *Newsletter*.

Respecting membership; if you know of schools close to you that are eligible but not members of WASSA, give **Roy Dull** their address.

I hope to find the inspiration to put pen to paper several more times this year but if you missed Vancouver, I hope this fills in a few gaps.

- *James Carefoot, President*

WASSA Committees

Annual Meeting Committee

Term expiring

1983 Larry Cobb, Chair, San Diego State University

1983 Robert Saki, University of Hawaii, Manoa

1983 Leslie Wright, California State University, Chico

1984 William D. Boub, University of Colorado at Denver

1984 Norman Watt, University of British Columbia

1985 Frank Parrish, University of Denver

Awards Committee

Term expiring

1984 Jil Warn, Chair, UC San Diego

1983 Jack Mauch, Idaho State University

1983 Kenneth Slade, University of British Columbia

1984 Reuben Smith, University of the Pacific

1985 Sid Eder, Lewis and Clark College, Portland

1985 Ron Trebon, University of Oregon, Eugene

Ethics Committee:

Term expiring

1983 Sherry May, Chair, University of Southern California

1983 Dennis Foth, Simon Fraiser University

1984 Dorothy Blalock, Western New Mexico University

1984 Janice Corriden, UC Santa Cruz

1985 Robert Douglas, University of Victoria

1985 Harry Hazel, Gonzaga University, Spokane

Nominating Committee:

Term expiring

1983 Norman Watt, Chair, University of British Columbia

1983 Charles McCleary, University of Lethbridge

1983 Robert Sankey, University of Arizona

1984 Claire Duffey, Humboldt State University

1985 Beverley Anderson, University of Washington

1985 Richard Moe, Pacific Lutheran University

Research Committee:

Term expiring

1983 Ken Loose, Chair, University of Calgary

1983 Hubert Johnson, University of Nevada, Las Vegas

1984 William McDougall, Washington State University

1984 L.E. Wesche, Seattle Pacific University

1985 Margi Mainquist, University of Northern Colorado

1985 Charles White, Portland State University

Resolutions Committee:

Term expiring

1983 Larry Cobb, San Diego State University

1984 Margie Howard, UCLA

1985 Ann Tubbs, California State University, Long Beach

CATALOG COMMITTEE

Charles White has retired from the Catalog Committee but will still be available for advice and consultation. The new committee will be chaired by **Dawn White**, Portland State University. Other members include **Gary Penders**, U.C.L.A., **Lynda Sexson**, University of Montana, Bozeman, and **Karen Waldal**, Idaho State University, Pocatello.

The fee for evaluating calendars for 1983 has been set at \$25.00

Catalog Checklist

- 1) Is the name of your institution printed clearly and completely on the front and back covers?
- 2) Is your city and state or province printed clearly on the front and/or back cover?
- 3) Is your office address (including zip or postal code) and phone number (including area code) displayed in a prominent location?
- 4) Can a stranger pick up your catalog and, using your table of contents or index, find at once:
 - dates of courses

- tuition

- how and where to register?

5) Can a newcomer to your city get to your campus using a map or by following directions in your catalog?

6) If your time schedule is reproduced from computer printouts, is the reproduction sharp and legible?

7) If your catalog is in tabloid form, can it be displayed easily and effectively? If the tabloid is folded, is the name of your institution printed clearly on the top half?

8) How inviting is your cover? If several summer publications were on display, would a person pick up yours first?

9) How inviting are the opening pages? Would a person continue reading beyond the first page?

10) Have you taken advantage of inside front and back cover space?

11) Is your registration form (or intent to register form or request for application materials form) easy to follow? Is it positioned in such a way that its removal from the catalog doesn't also include removal of other essential information or part of the cover pages?

"Are you ready to go to press?"

NEWSLETTER COPY

Kindly send information regarding personnel changes or other news about your summer session to **Bill Boub**, Summer Sessions, University of Colorado at Denver, 1100- 14th Street, Denver, Co. 80202. Telephone (303) 629-2735

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