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IBM INSTALLATION PUT INTO OPERATION

Automated Record Keeping Now in Use at Western

By Norma Cochran

A new sound emanates from room 112 Administration Building at Western Michigan University, which symbolizes a new phase of the reign of the machine.

The advent of IBM equipment on campus is the result of four years of careful, painstaking planning, instigated and vitalized by Dr. Keith Smith, assistant registrar. Installation of IBM is the natural result of the rapid growth of Western Michigan. Enrollment has leaped from 107 in the fall of 1904 to 8,303 in this fall of 1959; the faculty has grown from less than a dozen to 450.

This phenomenal growth has necessarily produced a correspondingly larger amount of clerical work and record keeping. Few people realize the amount of detailed work required to keep running records of the students enrolled, including their credits, grades, honor points, classes carried each semester, curriculum, grade, name and address changes, academic and military standing, etc.

The recording and posting of grades is the most intricate of these, since it necessarily involves every student enrolled at the university. Immediately after registration, including the allocated period for dropping and adding courses, work is begun on the summation sheets, i.e. large columnar sheets typed alphabetically to include student name, classification, curriculum, hometown and the name, number and section of each class in which the student is enrolled. With approximately 35 students on each page this means about 240 typed sheets.

In addition to the summation sheets, a class list must be typed for each course by section, giving an alphabetical list of the students properly enrolled in the class. Before this can be done, the class cards turned in by the student at registration (in no order but that resulting from a casual toss into large boxes) must be sorted into departments, course numbers and sections. This sort required two people working steadily for three weeks. When, at last the class lists are typed they are compared with lists submitted by the instructors (on a form previously prepared by the Records Office and mailed to each instructor) and a final list is typed. These lists (approximately 1,500 in number) are then mailed to the instructors at the close of the semester and are returned by the instructors with the final grade inserted.

In the meantime, several people have been engaged in typing report cards. A card is typed for each student showing his name and address, parents’ address if a freshman, and the courses, numbers and semester hours credit for each course carried. The completion of these cards required almost the entire semester.

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NEW FACULTY—FALL 1959

School of Applied Arts and Sciences

William O. Haynes
Instructor in Distributive Education

Haynes is a native of Southwestern Michigan, and had eight years of experience in the supermarket field before completing his degree work at Western. During 1958-59 he held a graduate fellowship in distributive education. He is married and has five children.

Col. Albert H. Jackman
Professor of Military Science and Tactics

Col. Jackman took over command of the ROTC unit in August. He is a graduate of Princeton University and holds his Ph.D. in geography from Clark University. Before coming to Western he was deputy chief, research and engineering division, Office of the Quartermaster General, Washington. Col. and Mrs. Jackman have two children.

Joseph Pellegrin, Jr.
Instructor in Industrial Education

After teaching for two years at Carlisle, O., Pellegrin joins the faculty as a teacher of general metals and hand woodworking. He is a native of West Virginia, with his AB from Fairmont State College. His MA is from Stoute State College. He is married.

James L. Ulmer
Instructor in Industrial Education

Ulmer completed his MS degree at Kansas State College, Pittsburg, where he was a graduate assistant in the printing department last year. He is a native of North Dakota and is unmarried.

Capt. David E. Wade
Assistant Professor of Military Science

Capt. Wade is a graduate of the University of California, Los Angeles, and had served overseas before coming to Western in late September. He is a native of Iowa. He and his wife have two children.

School of Business

James G. Carter
Assistant Professor of Accounting

Carter is an experienced accountant, earning his CPA in Ohio in 1951. He is a graduate of Miami University and Michigan State University and this last year taught at the University of Georgia. He taught at MSU for five years. He is from Dayton, O., married and has three children.

Dr. Fred V. Hartenstein
Associate Professor of Business

A native of Austria and longtime resident of Pittsburgh, Pa., Dr. Hartenstein earned three degrees from the University of Pittsburgh. He has taught there and for the last 12 years at Washington & Jefferson College. He is married, and has two daughters.
Dr. Chris Kogiku
Assistant Professor of General Business

Dr. Kogiku is a native of Japan who worked as an advisor to the U. S. Military Government for two years and then came to the University of Denver. His advanced studies were at the University of Wisconsin, completing his doctorate in June. He is married.

Dr. William F. Morrison
Assistant Professor of Business

A lawyer with 20 years' experience, Dr. Morrison comes to the WMU campus from Iowa City, Iowa. There he was also owner and president of the Iowa City Commercial College. A graduate of the State University of Iowa, he also served in the Iowa House of Representatives. He is married and has five children.

School of Education

Newell D. Burt
Superintendent, Paw Paw Schools

A graduate of Kalamazoo College, Burt has had 15 years of experience as a superintendent of schools at Quincy, New Buffalo and Byron Center. He has his MA from Michigan and additional graduate work at MSU. Burt is married and has two children.

Arthur L. Christensen
Assistant Professor, Campus School

Upon graduation from the University of Michigan Christensen accepted his first teaching post at Holly. Three years later he moved to Greenville, remaining for six years. His special field is English. He is married and has two children.

Donald A. Davis
Assistant Professor of Education

A Californian, Davis came to Michigan in 1958 with the Michigan School for the Blind and last year was an education and research consultant for the Department of Public Instruction. He graduated from UCLA and Southern California, is married and has two daughters.

Dr. Elven E. Duvall
Associate Professor of Education

Dr. Duvall is a graduate of Eastern Michigan, U-M and Columbia University. He has taught at Tecumseh and Addison, and for the past two years was a consultant for the Department of Public Instruction. He is married and has four daughters and one son.

Robert Epskamp
Instructor in Physical Education for Men

A onetime Bronco trackman, Epskamp returns to the campus after four years of coaching at the Monroe high school. He will assist in track and with the intramural program. His MA was earned here in 1953. Epskamp is married and has two children.

Gerald C. Martin
Principal, Paw Paw High School

After seven years of teaching in Berrien County, Martin completed his work at Western and since 1942 has been at Stephenson, the last 11 years as high school principal. He has been a leader in education. The eldest of the five Martin children graduated with honors from WMU last June.

P. Judson Newcombe
Instructor, Paw Paw High School

Newcombe returns to the WMU faculty to teach speech, following a six-year absence. His teaching experience has been at Big Rapids and Allen Park, after earning his MA at Northwestern University. He is unmarried.

Dr. Edward V. Perkins
Assistant Director, Campus School

Dr. Perkins graduated from WMU in 1941. He has taught at Shepherd College in West Virginia, MSU, and the past five years as a professor of biology at Highland Park Junior College. His advanced degrees are from the U-M and MSU. He is married and has two children.
William S. Fox  
Instructor, Campus School  
Completing his BS and MA work on the campus in 1957, Fox accepted a social studies position at the Otsego high school. His home formerly was in Albion, and he is married.

Dr. Neil Lamper  
Assistant Professor of Education  
Dr. Lamper served as a visiting professor in the summer. He is a graduate of Calvin College, U-M and MSU. For five years he taught at the Kelloggsville high school. Dr. and Mrs. Lamper have five children.

Carl A. Lindstrom  
Assistant Professor of Education  
After WMU graduation in 1938 Lindstrom taught at Midland, La Grange, Ill., and Battle Creek Lakeview, where he has been junior high principal for 11 years. He is a native of Cadillac, married and has one son.

James W. Perry, Jr.  
Instructor, Paw Paw School  
A WMU graduate, Perry joined the Paw Paw faculty in 1957, and will now serve as a supervising teacher for practice teachers in the fourth grade. He is a native of Muskegon, is married and has two daughters.

MaryLou Stewart  
Assistant Professor of Women's Physical Education  
Miss Stewart came to Kalamazoo two years ago to teach in the public schools. She is a graduate of Oberlin College and Western Reserve University, and has also taught at Shaker Heights, O., Western Reserve and Geneva College. She is unmarried.

Robert W. Winters  
Assistant Professor, Campus School  
Winters is a Central Michigan and MSU graduate, who last year served as principal of the Schoolcraft high school. He has taught at Centreville and Three Rivers, and tried a two-year industrial interlude. He is married and has two children.

Catherine Jean Yocum  
Assistant Professor of Women's Physical Education  
Miss Yocum comes to Kalamazoo from the University of Bridgeport. She studied at East Stroudsburg State College in Pennsylvania and Arizona State University, and has taught in the public schools in New York, New Jersey and Pennsylvania. She is unmarried.

School of Liberal Arts and Sciences

Richard D. Brewer  
Instructor in Biology  
A native of Illinois and graduate of Southern Illinois University and the University of Illinois, Brewer is an ornithologist. For the last three years he has been a National Science Foundation predoctoral fellow. He is married and has one son.

Dr. Parviz Chahbazi  
Assistant Professor of Psychology  
Dr. Chahbazi is a native of Iran and is now a naturalized citizen. His education has been at Colby College, Tufts and Cornell Universities. The past three years he has taught at Lake Erie College. He is married and has two children.
Roger L. Cole
Instructor in Language

A Bay Cityan, Cole has been a teaching fellow at the University of Michigan, following granting of his MA degree. His special field is German. He is married and has three children, including twin sons.

Dr. John A. Copps
Associate Professor of Economics

No stranger to Kalamazoo is Dr. Copps, who taught at Kalamazoo College before going to Stetson University, and now is back at Western. He is a native of Wisconsin and earned his degrees at the University of Wisconsin. His special field of interest is labor. Dr. and Mrs. Copps and their twin sons are living at Henry hall, and serving as its directors.

Dr. W. Jackson Davis
Assistant Professor of Biology

Dr. Davis comes to the campus from St. Cloud, Minn., where he taught in the spring semester. He is a graduate of the Virginia Polytechnic Institute and was a teaching assistant at the University of Kansas while earning his doctorate. He is married.

William J. Emblom
Instructor in Philosophy and Religion

Born in Michigan, Emblom was educated at Baldwin-Wallace College and the University of Illinois. He has taught at Allegheny College and the University of Missouri. He is married and has two daughters.

Robert H. Engstrom
Instructor in Art

Engstrom has operated his own studio in Grand Rapids since graduating from Michigan State University. His works have been widely exhibited across the nation, and he has completed many private commissions. Engstrom is married and has three daughters.

Clyde T. Hankey
Instructor in English

Hankey has taught the past four years at the University of Colorado. He is a graduate of the University of Pittsburgh and University of Michigan, and has taught in a Pennsylvania high school. He is married and has two children.

Dr. Robert W. Kaufman
Assistant Professor of Political Science

Dr. Kaufman is a student of American political parties and the Congress, and earned his doctorate at American University. He has also studied in France. He is a native of Wisconsin and a graduate of the University of Wisconsin. Dr. Kaufman is married.

Dr. Jean M. Lawrence
Instructor in Biology

Dr. Lawrence came to Kalamazoo as a housewife, her husband being a medical doctor with the Upjohn Company. She is a graduate of Yankton College, Wellesley College and Northwestern University. Dr. Lawrence has three children.

James W. McIntyre
Assistant Professor of Speech

McIntyre is not unfamiliar with this area, having taught at Niles. He is a graduate of Denison University and the University of Michigan, and comes to Western from Case Institute of Technology where he was director of forensics. He is married and has two sons.

Roy O. Mesick
Instructor in Physics

Retirement in June as head of the science department at Kalamazoo Central high school provided short for Mesick. He is a WMU and University of Michigan graduate. Mesick is married and has two daughters.
James E. Nadonly
Instructor in Political Science

Another University of Pittsburgh graduate, Nadonly has continued his advanced study at the Ohio State University. He is unmarried.

Roy H. Rodgers
Assistant Professor of Sociology

Rodgers has been deputy director of the Minnesota Family Study Center at the University of Minnesota the past two years while working on his doctorate. He is a graduate of Wheaton College and the University of North Carolina. He is married and has three children.

Dr. James A. Schellenberg
Assistant Professor of Sociology

Dr. Schellenberg comes to Western from the University of Kansas where he earned MA and Ph.D. degrees, and the past two years was assistant director of the Western Civilization program. He is a graduate of Baker University, Phi Beta Kappa; is married and has one son.

Dr. Lloyd J. Schmaltz
Assistant Professor of Geography and Geology

Dr. Schmaltz is a Chicagoan, educated at Augustana College and the University of Missouri. He has also taught at both schools, his special field being geology. He is married and has three children.

Nancy Ann Schrock
Instructor in English

Miss Schrock is a WMU graduate, who after one year of teaching, completed her master's degree in English at the University of Wyoming. She is a native of La Grange, Ind., and is unmarried.

Robert E. Sechler
Instructor in Mathematics

Since graduating from Albion College, Phi Beta Kappa, Sechler has earned his MS degree at Michigan State University, and for the past two years has been an instructor there. He is a native of Chicago. Sechler is married and has one daughter.

Robert L. Shafer
Instructor in English

Another native of Illinois, Shafer earned his bachelor's degree at the University of Michigan, Phi Beta Kappa, and his MA at Harvard University. He has been a Michigan teaching fellow, and under a Fulbright grant taught in Cologne, Germany. He is unmarried.

John R. Sommerfeldt
Instructor in History

A specialist in medieval history, Sommerfeldt is a native of Dearborn. He has been educated at the University of Michigan where he is completing his doctorate. This past year he was an instructor at Stanford University. He is married and has two children.

Karl Van Ditzhuyzen
Instructor in Physics

A onetime Fulbright scholar on this campus, Van Ditzhuyzen returned to the campus this fall from his native Germany. He has studied at the University of Bonn, and this summer taught in his hometown of Duesstorf. He is married.

Robert S. Vogel
Instructor in Geography and Geology

After graduating from Central Missouri State College, Vogel began his studies at Michigan State University where he earned his MA degree in 1957, and has been teaching since 1956. He has also spent a year as a research associate at Harvard University. He is unmarried.
Melvin W. Wachs
Assistant Professor of Political Science
Wachs comes from Cornell University, after earning two degrees at the University of Michigan. He has traveled abroad extensively, particularly in the Far East, and has lived in India, Thailand and Hong Kong. He is married and has one child.

Arthur G. Wilner
Instructor in Geography and Geology
A Kansan, Wilner holds two degrees from the University of Michigan, and for the past two years has been teaching at Eastern Michigan University. He is married.

Other Activities

J. Donald Neill II
Instructor, Counseling Bureau
Neill is a native of New Jersey who studied at Michigan State University. Since completing his MA there he has worked with their International Teacher Exchange Program and their counseling center. He is married and has two daughters.

Mary M. Wilcox
Cataloger, Waldo Library
Mrs. Wilcox is a longtime resident of Kalamazoo and a graduate of the University of Michigan. She completed her MA in librarianship at Western this past summer. Mrs. Wilcox is married and has four sons, two of them now college students.

Editorial Work Assumed for Three Journals

New recognition is coming to Western Michigan this year in the appointment of two faculty members as editors of national publications and the intent to start an unusual publication on the campus. Dr. John L. Feirer, head of the industrial education department, has been appointed editor of Industrial Arts and Vocational Education magazine. During this academic year Dr. Feirer is on leave while teaching at the University of Hawaii.

Robert Baxter, formerly an accountant for H. J. Cooper, Inc., locally has been named administrative assistant to Comptroller C. B. MacDonald. He is a University High graduate and attended WMU and the Michigan Rehabilitation Institute.

Thirty eight students from other lands are enrolled on the campus this fall, with 21 of them here for the first time. There are also 11 students here from Hawaii and one from Puerto Rico.

DURING THE FINAL REHEARSAL for the 14th annual band day (oldest in Michigan), some 2,600 high school students spread across the Waldo Stadium turf. Under the baton of Leonard V. Meretta the visitors presented an inspiring musical show. —Gazette photo
Automated Records
(Continued from page 1)

With this preparation, the actual recording and posting of the grades demands approximately ten days with eight or ten people working ten to twelve hours per day. The steps are these:

The summation sheets are divided alphabetically among those posting, usually eight. As the class lists come in from the instructors they are passed from person to person, with each worker recording the grades for those students (approximately 1,000) in that "book."

When the "book" is completed, i.e., a grade is recorded for each course of every student, the report cards are marked. Several assembly lines are created to facilitate the distribution of the report cards. The multi-sheet forms must be "torn," separated into piles for the various offices on campus; the students' copies must be folded and "stuffed," i.e. put into envelopes, boxed and mailed.

With these report cards disposed of the task of posting to the students' permanent record cards (PRC's) remains. First to be posted are the graduating seniors whose cards must be audited; secondly, those students who have requested transcripts; and finally all remaining students.

But, IBM has revolutionized this lengthy, archaic process. It is no longer necessary to type summation sheets; manually prepared grade reports are outmoded. The grades are recorded by IBM and, therefore, class lists are no longer typed. In evidence of the improved efficiency, the time required for reproducing grade reports, after faculty reports the grades, has been reduced from five or six days to thirty hours. The time necessary for posting PRC's is now forty-eight to sixty hours. The class cards selected by the student at registration are sorted by machine and class lists are printed. These same class cards are sent to the instructor at the close of the semester (previously the class lists); the instructor indicates a grade and returns the cards. These cards are then re-sorted by machine and a grade report is reproduced.

The machines reposing in room 112 which have effected this revolution are eight:

a) Two key punches—these machines "punch" or perforate the cards with the required information;
b) Tabulator—prints and totals the information;
c) Coallator—arranges, integrates the cards;
d) Reproducing punch;
e) Interpreter—prints information on the cards;
f) Sorter—takes apart cards, puts into categories;
g) Verifier—ascertains correctness of the punching.

The main evidence of the new system as affecting the student is found in the registration process. Each student has five cards plus name, address and data cards. In preparation for registration, cards are prepared for each section of each course. Registration occurs when the student cards and the class cards are matched. The emphasis here is on section, the importance of which is often overlooked by the student when enrolling. If a student asks for and receives an incorrect section, he is not properly enrolled and must process a change of enrollment (which process IBM has not appreciably abbreviated) or receive an "E" in the course—all this even if it is "just changing one letter to another." The amount of writing and "filling out" a student must do is less than half of what was formerly required and, in addition, class cards are no longer "to be completed by the student—in duplicate." Instead a student need only enter his student number in the upper left hand corner.