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UA1D Jacqueline Beck Personnel File

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WESTERN KENTUCKY UNIVERSITY
Bowling Green, Kentucky

PAYROLL AUTHORIZATION

June 18, 1968

(Date)

MEMORANDUM TO: Mr. Harry Largen, Business Manager

The salary of Mrs. Jacqueline Beck

Department of Nursing

(Department, office, other)

in the amount of \$ _____
should be

Added to the regular _____ payroll, effective _____
part-time _____

Removed from the regular _____ payroll, effective August 31, 1968
part-time _____

Increased _____ to \$ _____, effective _____
Adjusted _____

Comments: Resignation.


President

This is to confirm that the salary of

has been _____
in accordance with above instructions.

Payroll Clerk

Business Manager

Exp ind - 9131

WESTERN KENTUCKY STATE COLLEGE
BOWLING GREEN, KENTUCKY

May 27, 1966

OFFICE OF THE PRESIDENT

Mrs. Jacqueline Beck
c/o Dr. James Dennis Beck
Guidance Department
Florida A. and M. University
Tallahassee, Florida

Dear Mrs. Beck:

Dr. Raymond L. Cravens, Vice-President for Academic Affairs and Dean of the Faculties, has told me of your acceptance of a teaching position in our Department of Nursing. I would like to take this opportunity to officially welcome you to Western.

Your salary, as discussed with you, has been set at \$7,200.00 for the twelve months' period, effective September 1, 1966. In addition, you would be paid a stipend for summer school teaching should your services be required. Your rank will be that of Assistant Professor.

College policies concerning faculty teaching load, rank, tenure, and retirement have been discussed with you by the Dean of the Faculties, the Associate Dean for Undergraduate Instruction, and the Department Head, and are outlined in the Handbook of Information for Faculty and Staff. This publication, which is enclosed, also includes information concerning professional office hours; guidance and counseling of students; service on college committees; reporting of class attendance and grades; attendance at faculty meetings, assembly programs, and academic convocations; and other faculty responsibilities. Faculty members are expected to familiarize themselves with these policies and responsibilities and to faithfully fulfill all of their obligations appertaining thereto. Faculty members will participate in the Saturday or evening instructional program of the College when requested by the Department Head.

Please sign and return immediately to the President of Western the carbon copy of this letter, which will constitute your official acceptance of this appointment. All of us are pleased over your acceptance of this position, and we look forward to working with you and having you as a member of the faculty.

Enclosed is a personal data sheet which we would like for you to complete and return to us at your earliest convenience, along with two

Mrs. Jacqueline Beck

- 2 -

May 27, 1966

glossy-type photographs. Any size will suffice. This material will be used in connection with a newspaper release at the appropriate time.

If I can be of any personal help to you or your family at any time, I hope that you will not hesitate to let me know.

With every good and kind personal wish, I am

Sincerely yours,



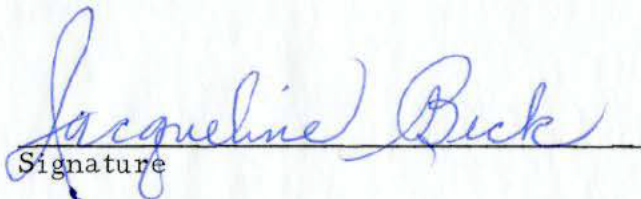
Kelly Thompson
President

KT/mcb

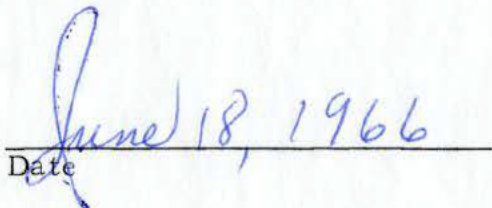
Encls.

cc: Dean Raymond L. Cravens
Dean William R. Hourigan
Mrs. Lucy A. Erwin

I am returning this copy of your letter as my official acceptance of the faculty appointment outlined above.



Signature



Date

BIOGRAPHICAL INFORMATION FORM

WESTERN KENTUCKY STATE COLLEGE STAFF

(This material is to be filed in the Public Relations Office for use in preparing college news releases. We will greatly appreciate your co-operation in making certain we have only the correct facts concerning you and your work. If you do not use a typewriter, please write or print legibly with ink. Additions to these facts should be sent to the Public Relations Office as they occur.)

Name in Full Beck, Jacqueline Bolden
(Last Name) (First Name) (Middle Name)

Home Address _____ Telephone _____


Birthplace Gulfport, Mississippi Date of Birth July 19, 1931
(City) (State or Country) (Month-Day-Year)

Are you Married? Yes Name in Full of Wife or Husband James Dennis

If Not Married, Give Name and Address of Next of Kin _____
(Name)

(Address) Relation _____

Names of Children (Please state date of birth, present address, daughters' married names):

Juanda Joan  _____
(Name) (Month-Year) (Present Address)

(Name) (Month-Year) (Present Address)

(Name) (Month-Year) (Present Address)

(Name) (Month-Year) (Present Address)

Present Position at Western Assistant Professor Dept. Nursing

Date of Present Appointment September, 1966
(Month-Year)

Nature of this Position and Your Major Responsibility Teaching
Medical-Surgical and Pediatric Nursing

Your First Position at Western _____
(Title) (Appointment date-month-year) (Dept.)

Other Positions at Western _____
(Title) (Appointment date-month-year) (Dept.)

(Title) (Appointment date-month-year) (Dept.)

PHOTOGRAPH: If you have a recent picture available that we may use, please enclose with this form. (DO NOT PIN OR CLIP PICTURE TO THE FORM)

Beck, Jacqueline, B.

CHH 9/26/1966

Jacqueline B. Beck
Nursing

A Gulfport, Miss., native, Mrs. Beck was awarded the B.S. degree by Dillard University in 1955 and received the M.S. degree from Indiana University in 1958. Since 1958 she has been a member of the Department of Nursing faculty at Florida A & M University. Her husband, Dr. James D. Beck, is a member of the staff of Western's Human Relations Center.