1976

UA1D John Jones Personnel File

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Mr. Jones will retire effective February 28, 1977. His earnings through that date total $10,659 and he will have been paid $7,674 leaving a balance due of $2,985.
WESTERN KENTUCKY UNIVERSITY  
OFFICE OF PERSONNEL SERVICES

NOTICE OF PERSONNEL ACTION  
Date Prepared: October 18, 1976

Name: J. E. Jones  
Social Security No.:  
Date of Birth: 

Department: Center for Intercultural and Folk Studies  
Faculty Rank, Occupational Title or Position:  
Address: 1576 Normal Drive, Bowling Green, Kentucky  
Position Number:  
Class Grade: 

New Position:  
Replacement:  
Account to be Charged:  
Effective Date of Action: October 4, 1976

EMPLOYEE STATUS  
( ) Permanent  
( ) Temporary  
( ) Probationary  
( ) Full Time  
( ) Part Time  
( ) Probationary  
( ) Full Time

TYPE OF ACTION  
( ) Appointment  
( ) Resignation  
( ) Salary Adjustment  
( ) Summer Stipend  
( ) Special Project  
( ) Leave of Absence  
SICK LEAVE
( ) Other (Explain)

TYPE PAYMENT  
( ) 9 Months Contract Paid Over 12 Months Period  
( ) Monthly (12 Months)  
( ) Monthly (11 Months)  
( ) Hourly  
( ) Honorarium  
( ) Other (Explain)

Present Salary:  
New Salary:  

Remarks:

Recommended:  
Robert A. Monroe  
Title: 
Date: 10-18-76

Approved:  
James L. Davis  
Vice President  
Date: 10-18-76

President  
Date: 10-22-76

FOR PERSONNEL USE  
PERS IN CLK BC PR CLK BC 
MONTH GROSS FICA KY. RET. FED. STATE CITY WN CW BC TR BONDS NET 
White — President’s Office  
Blue — Payroll  
Pink — Retain  
Yellow — Personnel Services
MEMORANDUM TO: Mr. Harry Largen, Business Manager

The salary of J. E. Jones, Counselor in Office of Admissions and Instructor in Dept. of Sociology, in the amount of $7,620.00 annually should be added to the regular payroll, effective June 15, 1967.

Comments:

President

This is to confirm that the salary of J. E. Jones has been recorded in accordance with above instructions.

Robert Moody, Payroll Clerk

Business Manager
March 9, 1967

The Reverend J. E. Jones  
312 State Street  
Bowling Green, Kentucky  42101  

Dear Mr. Jones:

Dr. Raymond L. Cravens, Vice-President for Academic Affairs and Dean of the Faculties, has told me of your acceptance of a position as admissions' counselor and instructor of sociology. I would like to take this opportunity to officially welcome you as a regular member of the Western faculty.

Your salary, as discussed with you, has been set at $7,620 for the twelve months' period, effective June 15, 1967.

University policies concerning faculty teaching load, rank, tenure, and retirement have been discussed with you by the Dean of the Faculties and the Dean of the Bowling Green College of Commerce 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 university 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 University 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 a highly rewarding relationship with you.

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

With every good and kind personal wish, I am

Sincerely yours,

Kelly Thompson
President

KT/mcb
Encls.

cc: Dean Raymond L. Cravens
    Dean William M. Jenkins, Jr.
    Mr. Ronnie Sutton

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

Signature

3/11/67
Date
Rev. J. E. Jones  
312 State Street  
Bowling Green, Kentucky  

Dear Mr. Jones:

Dr. Raymond L. Cravens, Dean of the Faculties, has advised me of your acceptance of a teaching position in our Department of Education for the 1965 summer session. It will be a pleasure to have you with us.

The total honorarium for the session will be $800.00 which will be paid to you in two payments of $400.00 each.

Dr. Page will work closely with you in outlining your specific responsibilities, and he will also confirm the exact date for commencing this assignment and the date upon which it will be terminated.

All of us are confident that you will make an outstanding contribution to our Education Department program this summer.

With every good and kind personal wish, I am

Sincerely yours,

Kelly Thompson  
President

KT/mc

cc: Dean Raymond L. Cravens  
Dr. Tate C. Page
May 27, 1965

Mr. J. E. Jones
Highway 185
Bowling Green, Kentucky

Dear Mr. Jones:

Dr. Raymond L. Cravens, Dean of the Faculties, has advised me of your acceptance of a teaching position in our Department of Education for the 1965 summer session. It will be a pleasure to have you with us.

The total honorarium for the session will be $800.00 which will be paid to you in two payments of $400.00 each.

Dr. Page will work closely with you in outlining your specific responsibilities, and he will also confirm the exact date for commencing this assignment and the date upon which it will be terminated.

All of us are confident that you will make an outstanding contribution to our Education Department program this summer.

With every good and kind personal wish, I am

Sincerely yours,

Kelly Thompson
President

KT/mc

cc: Dean Raymond L. Cravens
    Dr. Tate C. Page
MEMORANDUM TO - President Thompson

SUBJECT - Mr. J. E. Jones.

Dr. Tate C. Page and I wish to recommend the employment of Mr. J. E. Jones for a summer faculty position in the Department of Education. Mr. Jones will probably teach in the undergraduate area and we are confident that he will do an outstanding job.

Mr. Jones should be employed at an honorarium of $800.00 for the teaching and other work which he will do for us this summer.

Sincerely

Raymond L. Cravens
Vice-President for Academic Affairs
and Dean of the Faculties
SPECIAL SERVICES

Cottage Chapel Seventh-day Adventist Church, 401 Park St., will have a Visitors' Day service at 9:30 a.m. Saturday, Oct. 15. A special feature of the service will be the presentation of the church's Special Community Service Award.

Dr. J. E. Jones, a retired sociology professor at Western Kentucky University and pastor of the Seventh Street Baptist Church, is the recipient of this year's award for outstanding service to the community in the field of education.

Guest speaker for the service will be Dr. E. E. Cleveland of Huntsville, Ala., evangelist, author, lecturer and former ministerial secretary of the General Conference of Seventh-day Adventists, Washington, D.C. Cleveland has taken his evangelistic endeavors to Trinidad, Haiti, Australia and Switzerland. He currently is a professor at Oakwood College in Huntsville.

Following the service, dinner will be served in the community room of High Street School. Elder Dock Hatcher of Nashville, Tenn., is pastor.
Dr. John E. Jones, Jack M. Conner and Mrs. Sally Copeland have been appointed to the Western University faculty.

The appointments became effective with the opening of Western's summer session Monday.

For the past four years, Jones has served in the dual capacity as principal of High Street School and as pastor of the State Street Baptist Church, where he has been since 1948. He served as co-principal at McNeill School during the summer of 1966 and he was a consultant with Western's Human Relations Center for Education during 1965.

At Western, Jones will serve as an admissions counsellor and will teach in the department of sociology in the Bowling Green College of Commerce. He holds bachelor degrees in social science and divinity from Virginia Union University, the master's from Western, and the Doctor of Divinity degree from Simmons University.

He and his wife, Bessie, have two daughters and a son, Mrs. Helen Lewis, Lynchburg, Va.; J. E. Jones Jr., Los Angeles, Calif., and Mrs. Alma Marshall, Washington, D.C.

Conner joins the department of psychology in the College of Education after attending the University of Nebraska, where he is a candidate for the doctor of education degree with a major in educational psychology. He has served on the faculties of University of Kentucky, Eastern Kentucky University, and Walton-Verona High School.

During the summer of 1966, he was on the faculty of the Western faculty as an art teacher in its Training School. She has been on high school faculties in Crete, Ill. and Charlotte, N. C. Mrs. Copeland holds the B. A. degree from Roosevelt University, where she was the recipient of an Honors Scholarship, and the M. A. from Indiana University.

She is the mother of two sons, Peter, 13, and Matthew, 11.
For the last four years, Dr. Jones has occupied the dual role as principal of High Street School and as pastor of State Street Baptist Church, which he has served since 1948. He will serve as an admissions counselor and will teach in the sociology department. He received the B.A. degree from Virginia Union University, the M.A. from Western and the D.D. from Simmons University. He and his wife, Bessie, have three married children.