

20 December 1973

MEMORANDUM

To: Stanley F. Yolles, M.D.

From: Max Fink, M.D.

Subject: Guidelines for the Evaluation of Students

I have read the Guidelines, dated December 14, with interest. I find them acceptable subject to two comments:

- 1) The program depends on an active Committee on Academic Standards holding regular meetings with a senior person as chairman. I hope the faculty understands that this is another important commitment of faculty time. Should the Committee meet irregularly or should it serve pro forma only, I believe that both students and faculty will be disappointed.
- 2) It seems that grades will not be given. It seems to me that grades are a shorthand way of indicating to a student that he is either performing very well, well, acceptably, or poorly in relation to the faculty's expectations. I think that the grades should be maintained, but nowhere is a grading system explained.

MF/cis