

Lindenwood University

Digital Commons@Lindenwood University

Board Minutes

Lindenwood Documents, Booklets,
Miscellaneous

1951

**Lindenwood College Board of Directors Minutes and Papers,
February 20, 1951 to December 24, 1953**

Lindenwood College

Follow this and additional works at: https://digitalcommons.lindenwood.edu/board_minutes



Part of the Education Commons

LINDENWOOD FEMALE COLLEGE

MINUTES

FEBRUARY 20, 1951 - DECEMBER 24, 1953

LINDENWOOD FEMALE COLLEGE

MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS

February 20, 1951

Pursuant to notice duly given in accordance with the By-Laws, a special meeting of the Board of Directors of Lindenwood Female College was held at the Statler Hotel, St. Louis, Mo., at 12:15 P.M., February 20, 1951

There were present:

- Dr. James W. Clarke,
- Arthur A. Blumeyer,
- Thos. H. Cobbs,
- Mrs. Arthur Stockstrom,
- Arthur S. Goodall,
- Dr. Elmer B. Whitcomb,
- Wm. H. Armstrong,
- John T. Garrett,
- R. Wesley Mellow.

Dr. Clarke acted as Chairman of the meeting and Mr. Armstrong as Secretary. The meeting was opened by a prayer by Dr. Whitcomb.

Dr. Clarke, on behalf of the special Committee appointed at the last Board meeting to study the enrollment situation with power to act, reported that the Committee had employed Mr. William G. Murray as head of the Promotion Department at \$7,200 per year, and in addition the College to furnish a car.

He reported on Mr. Murray's background and connections with Lindenwood, his past earnings, and stated that he would serve with the title of "Director of Admissions" and report directly to the President of the College.

On motion of Mr. Blumeyer, seconded by Mr. Mellow, the action of the Committee as above reported, was unanimously approved. Dr. Clarke also recommended the appointment of Mr. Crawford Harris at \$3,600 per year to take Mr. Motley's place on the Solicitation Staff. On motion duly made, seconded and carried this recommendation was unanimously approved.

Dr. Clarke also reported as to the situation in regard to Mr. Motley, and recommended that this problem be referred to the President, to handle the termination of his services in his discretion. On motion duly made and seconded, this recommendation was unanimously carried.

Mr. Mellow, on behalf of the Building and Grounds Committee reported that a study had been made of the expenditures necessary to remodel, furnish and decorate the house formerly used as a Tea Room

so that it may be used as a Home Management House. He stated that in the opinion of the Committee this project would cost \$15,000, and accordingly recommended that a contract for remodeling be entered into with Mr. Robert Wright, in accordance with his bid, and the furniture to be purchased by the administrators of the College from either of two low bidders, and that any additional painting not provided for in the contract of Mr. Wright be arranged for by the Business Manager of the College, all to be within the limitation of an appropriation of \$15,000.

Upon motion of Mr. Mellow, seconded by Mr. Goodall, the foregoing recommendation of the Building and Grounds Committee was unanimously adopted.

Mr. Mellow in addition reported on the possibility of acquiring additional property adjoining the College grounds and adjacent to the apartments owned by the College, and stated that the Committee was continuing its discussion of this matter and would report later to the Board.

The Committee also reported that they were studying the question of the farm operation and requested the authority of the Board to work out a new arrangement with the tenant.

On motion duly made, seconded and carried the Committee was unanimously given the requested authority.

President McCluer then reported as follows: That the Fire Inspector had recommended additional safety lights and fire extinguishers for Cobbs Hall.

On motion duly made, seconded and carried the administrators of the College were authorized to take the necessary action to install the lights and procure the fire extinguishers.

He then reported that the Board of Christian Education would shortly issue its report of the investigation of Lindenwood College, and that a copy of this report when received would be furnished all Board members.

He also reported on the forthcoming Marriage Conference to be held on campus the following Saturday and Sunday, and stated that he looked forward to this project being of benefit not only to the students but hoped that it would result in favorable publicity for the College.

He also reported that although the College was operating within its budget at the present time, he expected and wanted to advise the Board that the budget would be exceeded in particular on items such as food, maintenance and fuel, due to the rise in cost for these items.

He also recommended that the wages for cooks and helpers

in the dining hall be increased by 10% for the balance of the College year, retroactive to February 1, 1951. He estimated that this increase would be approximately \$500 per month, or \$3,000 for the balance of the College year.

On motion duly made, seconded and carried, this recommendation was authorized.

In considering the budget for the coming year, upon motion duly made, seconded and carried the administrators of the College were authorized in their discretion to make such reductions in personnel for the next academic year as they deemed advisable.

A brief report was made upon the union question and the matter was referred to Mr. Cobbs for handling.

There being no further business, the meeting adjourned, subject to call under the By-Laws.

James W. Clark
Chairman

Wm. H. Armstrong
Secretary

The proposed Budget called for operating expenses of \$553,098, an amount substantially in excess of the College income.

It was suggested that prior to considering the Budget that the Building and Grounds Committee had in mind certain repairs to the buildings and grounds as follows:

Remove and rebuild Ayres Hall south steps	\$1000.00
Repair, sand, and refinish gymnasium floor	600.00
Tuckpointing parts of Ayres and Butler Halls	800.00
Butler Hall - exterior painting	2200.00
Lodge - exterior painting	455.00
Complete enclosure of Business Manager's Office	225.00
Paint, redecorate and make certain repairs to Eastlick Hall	500.00
Total -	\$5780.00

Mr. Blumeyer stated that in his opinion there was unrealized appreciation in the Endowment Fund investments; that he felt it wise to properly maintain the College plant and that delay would mean ultimately a greater expense. He consequently recommended the foregoing expenses be incurred.

LINDENWOOD FEMALE COLLEGE

MINUTES OF MEETING OF FINANCE COMMITTEE

On motion duly made, seconded and unanimously carried the preliminary budget, subject to St. Louis, Missouri, was recommended by the Finance Committee of Directors for approval at their next meeting.

Pursuant to call of the Chairman, a Special Meeting of the Finance Committee of Lindenwood Female College was held at the office of the Chairman, Bank of St. Louis, on May 14, 1951, at 4:00 P. M.

There were present Messrs. Blumeyer, Cobbs, Armstrong, Head, Young and Garrett. There was also present, at the request of the Chairman, President McCluer and Mr. Colson, Business Manager of the College.

Mr. Blumeyer, the Chairman, presided. Mr. Armstrong acted as Secretary.

Dr. McCluer and Mr. Colson then presented a tentative Budget for the school year 1951 to 1952.

In the discussion of the Budget it was estimated that the income from the Lindenwood Female College Endowment Fund would approximate \$194,000.00 and that the income from the operation of the College would approximate \$450,000.00.

The proposed Budget called for operating expenses of \$553,098, an amount substantially in excess of the College income.

It was suggested that prior to considering the Budget that the Building and Grounds Committee had in mind certain repairs to the buildings and grounds as follows:

Remove and rebuild Ayres Hall south steps	\$1000.00
Repair, sand, and refinish gymnasium floor	600.00
Tuckpointing parts of Ayres and Butler Halls	800.00
Butler Hall - exterior painting	2200.00
Lodge - exterior painting	455.00
Complete enclosure of Business Manager's Office	225.00
Paint, redecorate and make certain repairs to Eastlick Hall	500.00
Total -	<u>\$5780.00</u>

Mr. Blumeyer stated that in his opinion there was unrealized appreciation in the Endowment Fund investments; that he felt it wise to properly maintain the College plant and that delay would mean ultimately a greater expense. He consequently recommended the foregoing expenses be incurred.

On motion duly made, seconded and carried the foregoing items were authorized to be included in the 1951-1952 budget.

MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS

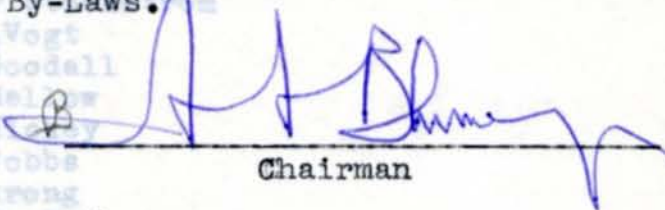
On motion duly made, seconded and unanimously carried the preliminary budget, subject to the foregoing additions, was recommended by the Finance Committee to the Board of Directors for approval at their next meeting.

Pursuant to call of the President, a Special Meeting of the Board of Directors was held on June 2, 1951, at 9:30 A.M., immediately prior to the Graduation Exercises.

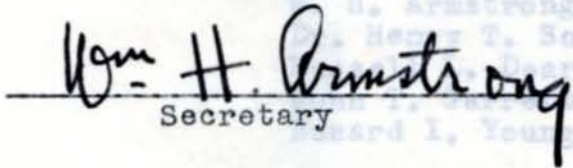
It was the consensus of opinion that action on this matter be deferred until the June meeting.

There being no further business, the meeting adjourned, subject to call under the By-Laws.

Mrs. Leo J. Vogt
Arthur S. Goodall
E. Wesley Meloy
Phillip J. B...
Thomas H. Cobbs
W. H. Armstrong
H. Scherer
W. H. Armstrong
Edward I. Young



Chairman



Secretary

Dr. Frank C. McCluer, the President of the College, was also present.

Dr. Clarke, the President of the Board of Directors, presided, and W. H. Armstrong acted as Secretary.

Dr. Clarke stated that the purpose of the meeting was to authorize the conferring of certificates and degrees in accordance with the recommendations of the President of the College.

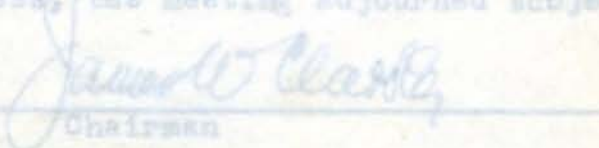
Dr. McCluer reported to the Board that those students listed in the attached list had completed the necessary work for the awarding of certificates, the Bachelor of Science Degree and the Bachelor of Arts Degree and recommended that the Board authorize him to confer such Degrees.

On motion duly made, seconded and unanimously carried, President McCluer was authorized to confer the certificates and the degrees upon the students specified in the attached list.

There being no further business, the meeting adjourned subject to call under the By-Laws.



Secretary



Chairman

LINDENWOOD FEMALE COLLEGE

MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS

St. Charles, Missouri
June 2, 1951

Pursuant to call of the President, a Special Meeting of the Board of Directors of Lindenwood College was held at the College at St. Charles, Missouri, on June 2, 1951, at 9:30 A.M., immediately prior to the Graduation Exercises.

There were present:

Dr. James W. Clarke
Mrs. Arthur Stockstrom
Mrs. Leo J. Vogt
Arthur S. Goodall
R. Wesley Mellow
Philip J. Hickey
Thomas H. Cobbs
W. H. Armstrong
Dr. Henry T. Scherer
Russell L. Dearmont
John T. Garrett
Howard I. Young

Dr. Franc L. McCluer, the President of the College, was also present.

Dr. Clarke, the President of the Board of Directors, presided, and W. H. Armstrong acted as Secretary.

Dr. Clarke stated that the purpose of the meeting was to authorize the conferring of certificates and degrees in accordance with the recommendations of the President of the College.

Dr. McCluer reported to the Board that those students listed in the attached list had completed the necessary work for the awarding of certificates, the Bachelor of Science Degree and the Bachelor of Arts Degree and recommended that the Board authorize him to confer such Degrees.

On motion duly made, seconded and unanimously carried, President McCluer was authorized to confer the certificates and the degrees upon the students specified in the attached list.

There being no further business, the meeting adjourned subject to call under the By-Laws.

W. H. Armstrong
Secretary

James W. Clarke
Chairman

President Clark LINDENWOOD FEMALE COLLEGE President of the College
for his excellent work during this past year.

MINUTES OF STATED SPRING MEETING OF THE BOARD OF DIRECTORS

Mr. Goodall, on behalf of the Chairman of the Building and Grounds Committee, presented his report on St. Louis, Missouri improvements and repairs to the grounds June 18, 1951 totalling \$5780.00.

Pursuant to call of the President, the Spring Meeting of the Board of Directors of Lindenwood Female College was held at the Missouri Athletic Club, St. Louis, Missouri, on June 18, 1951, at 12:00 Noon. 1951-1952 Budget.

There were present: seconded and carried, Mr. Goodall's report was approved and copy thereof ordered to be attached to these Minutes.

Dr. James W. Clarke

Mrs. Leo J. Vogt

Dr. Harry T. Scherer

Arthur S. Goodall

John T. Garrett

R. Wesley Mellow

Russell L. Dearmont

W. H. Armstrong

Philip J. Hickey

Walter W. Head

Arthur A. Blumeyer

Absent: Mr. Blumeyer presented on behalf of the Finance Committee the first half of the budget relating to the receipts and expenditures of Lindenwood College. This motion was duly seconded by Mr. Head and was unanimously carried.

Thomas H. Cobbs

Dr. Elmer B. Whitcomb

There was also present Dr. Francis L. McCluer, President of the College, who presented his report on the 1951-1952 Budget and moved its approval.

Dr. Clarke, the President of the Board, presided and Mr. Armstrong acted as Secretary.

The meeting was opened by a prayer by Dr. Scherer. seconded and approved, be attached to these Minutes.

Upon motion duly made, seconded and carried, the reading of the Minutes of Special Meetings of the Board of Directors of December 23, 1950 and of February 20, 1951 were dispensed with and the Minutes were approved as mailed to the Directors.

Dr. McCluer, the President of the College, presented his annual report. He stated that a copy of the written report would be mailed to each Director. This matter was taken at a Special Meeting of the Board on December 23, 1950 with authority in the President's report.

On motion duly made, seconded and carried, the report of the President of the College was approved as presented and ordered attached to and made a part of these Minutes.

This motion was duly seconded by Mr. Mellow and a vote being taken. The report contains 8 recommendations by the President. After full discussion, each of these recommendations, 1 to 8 inclusive, on motion duly made, seconded and carried, were approved and authorized.

President Clarke then commended the President of the College for his excellent work during this past year.

Mr. Goodall, on behalf of the Chairman of the Building and Grounds Committee, presented his report calling for certain improvements and repairs to the grounds and buildings, totalling \$5780.00.

Mr. Goodall reported that the Finance Committee had, at their meeting on May 14, 1951, approved these repairs and recommended that they be added to the 1951-1952 Budget.

Upon motion duly made, seconded and carried, Mr. Goodall's report was approved and copy thereof ordered to be attached to these Minutes.

Mr. Blumeyer, on behalf of the Finance Committee, reported that a study had been made of the School Budget for the year 1951-1952. He stated that the Budget had been prepared as realistically as possible upon the assumption that 300 students would be in attendance, with the hope there would be more, and that the Endowment Income would approximate that of the school year of 1950-1. He stated that the Finance Committee recommended the Budget's adoption by the Board even though it would exceed the College revenue, but not the combined endowment and College revenues.

He then presented on behalf of the Finance Committee the first half of the Budget relating to the receipts and expenditures of Lindenwood College and moved its approval. This motion was duly seconded by Mr. Mellow and a vote being had was unanimously carried.

Mr. Blumeyer then submitted the second half of the Budget relating to Lindenwood Female College and moved its approval.

This motion was likewise seconded by Mr. Mellow and a vote being had was unanimously carried.

It was directed that a copy of the Budget, as presented and approved, be attached to these Minutes.

Dr. Clarke, on behalf of the Faculty Committee, then presented an oral report which, upon motion duly made and seconded, was approved.

Dr. McCluer then made a report on the labor situation and after thorough discussion Mr. Dearmont moved that the Board reaffirm its position in regard to this matter as taken at a Special Meeting of the Board on December 23, 1950 with authority in the President of the Board to appoint a Committee to meet with the Union if the Union so desired.

This motion was duly seconded by Mr. Mellow and a vote being taken was unanimously carried. -3-

The Chairman then reported that the term of the following Directors would expire January 1, 1952, namely: Dr. James W. Clarke, Mr. Arthur S. Goodall, Mr. Walter W. Head, Mr. Howard I. Young, and Dr. Harry T. Scherer.

On motion duly made, seconded and carried the foregoing gentlemen were nominated to serve as Directors for an additional term of six years subject to the action of the Synod of Missouri.

There being no further business, the meeting adjourned subject to call under the By-Laws.

I am happy to submit this report on the

James W. Clarke
Chairman

Wm. H. Pennington
Secretary

STUDENT ACHIEVEMENT

From the standpoint of student achievement in campus activities and in the classroom, this has been an extraordinarily satisfying year. The record as reported to you at the end of the first semester appears to be maintained during the second semester.

The college newspaper, "Linden Bark", which is put out under a plan of rotating the editorship, has received an All American Award by the Missouri College Newspaper Association.

The water pageant put on by the students in swimming and participated in by approximately fifteen students was an outstanding performance. The show was repeated so that many would have an opportunity to see it.

The choir enjoyed a successful tour and is regarded on the campus as one of the best choirs we have had in recent years. The recent vesper concert by the choir and by the orchestra was a musical achievement of great merit.

Mznika Scinhardt, a student from Germany, who has been studying piano since her childhood gave her first public recital at Lindenwood this spring. Dr. Thomas, head of the Music Department, says, "She played with great confidence and authority. Technically she has grown in skill and power. She played with such poise, always presenting the music in character with it's original style;

REPORT
of the
PRESIDENT OF THE COLLEGE
to the
BOARD OF DIRECTORS

May 18, 1951

I am happy to submit this report on the work at Lindenwood College this year.

STUDENT ACHIEVEMENT

From the standpoint of student achievement in campus activities and in the classroom, this has been an extraordinarily satisfying year. The record as reported to you at the end of the first semester appears to be maintained during the second semester.

The college newspaper, "Linden Bark", which is put out under a plan of rotating the editorship, has received an All American Award by the Missouri College Newspaper Association.

The water pageant put on by the students in swimming and participated in by approximately fifteen students was an outstanding performance. The show was repeated so that many would have an opportunity to see it.

The choir enjoyed a successful tour and is regarded on the campus as one of the best choirs we have had in recent years. The recent vesper concert by the choir and by the orchestra was a musical achievement of great merit.

Monika Deinhardt, a student from Germany, who has been studying piano since her childhood gave her first public recital at Lindenwood this spring. Dr. Thomas, head of the Music Department, says, "She played with great confidence and authority. Technically she has grown in skill and power. She played with much poise, always presenting the music in character with it's original style;

namely classic, romantic, or modern as the music was so classified. Her tone was always musical, never harsh or hard. There was wide tonal variety, depth of expression and poetic feeling. When brilliance was called for, it was there; when delicacy was in order, it, too, was present. It was an extraordinary demonstration of artistic performance. A teacher entrusted with the development of pupils is a fraud and deceiver when he falsely encourages a student. He is also untrue to his responsibilities if he fails to declare his true evaluation of exceptional gifts when they are made evident. Monika's gift from God is far beyond talent. It is the five talents mentioned in Matthew, chapter 25, verse 15."

Students who are majoring in music have appeared in recitals on Tuesday afternoons throughout the year.

Students in home economics have presented three fashion shows, one in St. Louis in cooperation with Stephens, Washington University, and Carnegie Tech. First place for an original design was won by a Lindenwood student.

Students in the Art Department have conducted classes in art for elementary school children. The public school system regards their service as a great contribution to the public schools and it has been a helpful experience for our students.

One of our students, Joan Kirchherr, who was one of Lindenwood's representatives in the Washington Semester program was cited by the director of the program for her outstanding achievement in her special project.

A junior student majoring in radio work was elected to be regional representative of the Intercollegiate Broadcasting System in the central states area.

Under the sponsorship of the St. Louis Junior Chamber of Commerce a contest was held to select a candidate from Missouri who would appear at Atlantic City in the "Miss America" contest late this summer. It is a talent and personality contest. Miss Carol Romann, a junior at Lindenwood College, was named "Miss Missouri" and will represent the State at Atlantic City. There will be fifteen substantial scholarship awards won in the final contest. As a result of winning the State contest, many opportunities have been opened to Miss Romann, including a television program in which she appeared with Mr. Harry Farberman, of the St. Louis Symphony Orchestra.

The group of students from other countries have made at least fifty appearances before church and community groups and service clubs during the year. They have been accompanied on these trips by Mrs. McCluer, or Dean Roberts, or some member of the faculty.

The Student Christian Association was active throughout the year and contributed significantly to the religious life of the community. Again this year four seniors were selected by the faculty to lead our regular worship services on Wednesday mornings. Each of them gave us a very fine service.

Work in the Department of Speech and Dramatics has been one of the strong features of the college program since Mr. Douglas Hume was added to the staff four years ago. This year, however, the students in dramatics seem to have reached a peak in their achievement under his direction. The week-end on which the parents of the students were invited to the campus a play entitled "The Whirlwind Passeth", written by a member of the senior class, Helen Parks, and directed by another member of that class, Dorothy Hall, was presented in Roemer Auditorium. The play and the interpretation of it by the students was of

professional quality. Other plays produced during the year under the direction of Miss Joy Hellwig, a junior, and Miss Carol Greer, a senior, were also noteworthy.

Students who graduate with honor at Lindenwood are required to complete work of special projects to be approved by an Honors Council. Some of them have been described by visitors as being equivalent to masters' theses. This year we had an unusually large number of seniors who became candidates for graduation with honor and completed honors projects of real merit. The candidates for honors and the subjects of their study are:

Margherita Baker (Senior)

A study of the effects of various phyto-hormones on the fission rate of peremeium.
Under the supervision of Mr. Grundhauser

Jennifer Sullivan (Senior)

A study of the effects of dyes on the growth of tumors in mice.
Under the supervision of Mr. Grundhauser.

Betty Jack Littleton (Senior)

A critical study of poetry, poetics, and principally, the writing of a book of poems.
Under the supervision of Dr. Elizabeth Dawson

Patricia Underwood (Senior)

Double project.

1. A study of the concept of liberty.
2. A critical study of the short story and the writing of five to ten short stories.

Under the supervision of Dr. Clevenger and Dr. Sibley

Mary Ella Bemis (Senior)

Some problems in the foreign investment of United States private capital in the contemporary world situation.
Under the supervision of Dr. Moore.

Kathryn Lewellen (Junior)

A study of zirconium phosphate, a coagulant in the analysis of colloidal solutions of proteins.
Under the supervision of Miss Lear.

Nancy Starzl (Junior)

A problem involving the investigation of the relationship of water content to the survival of bacteria subjected to ultra-rapid cooling.
Under the supervision of Mr. Grundhauser.

Six of the seniors will go on for graduate or professional study.

The President of the class, Patricia Underwood, has been admitted to the Law School of Cornell University, and Jennifer Sullivan has been admitted to the Graduate School of the University of Minnesota, the Department of Anatomy, and has been awarded a \$1,000 fellowship by the University.

Among the significant conferences on the campus initiated by the students was that sponsored by the International Relations Club which was attended by delegates from a dozen other institutions.

These achievements which have been pointed out are made against the background of the best average marks for the entire student body of which we have a record at the college. Some students have not done their best but, on the whole, at a time when students generally are restless and on many campuses not keeping performance up to former standards, the achievement of the student body at Lindenwood is a source of pride for all of us who are at work at the college.

In accepting responsibilities for student government, the leadership of the student body has also made the year an exceptionally good one. They are now discussing in the Student Council and among the students an extension of the Honor System and an extension of student government in the dormitories.

FACULTY

The achievement of the students is, of course, in some measure a reflection of the skillful service of the faculty. Faculty morale has been good. The faculty meetings throughout the year have been of constructive help to the work of the college. They meet twice each month and one meeting is devoted to discussion of some academic problem or college policy or to the work of a department. The other meeting in the month is a business meeting. At the professional meeting, subjects discussed have been "The Place of Religion in a Church Related College", "Ways of Implementing the Fundamental Purpose of the College as a Christian Institution", "Purposes of the Department of Biology and Relationship of the Courses in the Curriculum to these Basic Purposes", etc.

Members of the faculty have been active in cooperation with their colleagues throughout the nation. Miss Nelson, of the Department of Secretarial Science, is a member of the commission to evaluate the work of this field in the St. Louis public schools. Miss Boyer is Chairman of the Radio Division of the State Teachers' Association. Dr. Alice Parker is retiring as President of the State Division of the American Association of University Women after two years of service and Dr. Sibley is retiring as Secretary of this group this spring. At the Conference on the Teaching of Humanities in St. Louis, Dean Roberts was a member of one of the panels and Miss Watts, Chairman of the Department of Art, chaired one of the meetings and addressed the group. Miss Hankins and Dr. Hayes had other responsibilities at this conference. Mrs. Croft planned and directed a Marriage Conference which was of great significance for our students and for others who came from nearby colleges. Miss Boyer's Radio Clinic again won the praise of professional radio men in the area. Dr. J. B. Moore,

of the Department of Economics, has had an article prepared during the year accepted for publication, and three members of the faculty have pursued research projects during the year.

The Educational Policies Committee of the faculty is meeting frequently. It is now studying degree requirements of Lindenwood as compared with degree requirements of other colleges and curriculum offerings now included in our program.

Dean Roberts was elected as a member of the Board of the American Association of Academic Deans and will serve on this Board for a period of three years. Dr. Conover has given a course at the Couples Club of Second Presbyterian Church and has been active in the affairs of the St. Louis Presbytery and also in the men's activities of the local Presbyterian church.

Members of the staff have been increasingly interested in participation in the life of the community and the church work of the community although it seems to me that we may expect larger participation in the future.

PUBLIC RELATIONS

The college has received a great deal more newspaper publicity this year than in previous years of this administration. One bulletin board at the college is filled with news items from the St. Louis press much of the time, and stories of individual student achievement have been sent to the students' home papers throughout the year. The Marriage Conference and campus scenes in color have attracted full pages in metropolitan papers in St. Louis and Des Moines. Publicity remains, however, a genuine problem for the college since the director of our news service is a part-time employee.

We believe relations with patrons have been good. A great many of them were present for our Parents' Day program consisting of a play, May Day program, and a worship service Sunday, May 6, at which the President of our Board of Directors delivered the sermon. It was a powerful sermon and was a lasting service to those who heard it. We received a great many requests for copies of it and with Dr. Clarke's permission, we shall print the sermon in a forthcoming issue of the Lindenwood Bulletin.

Letters have gone to everyone of our graduates and to everyone of our alumnae clubs in asking their aid in enrolling new students. A club in Indianapolis has been reactivated, as has a club in Tulsa. A few clubs have regular meetings and show a great deal of interest. Others meet only when someone comes from the college and brings the program. St. Louis, Kansas City, and Los Angeles clubs make contributions in the form of scholarships. The response to the spring roll call has been disappointing but we believe that persisting in the effort to get former students of the college in the habit of making an annual gift to the college will yield results.

The interest of churches has been sought through letters from the President's office and through contacts with men's and women's organizations in the churches by various members of the staff. Students and staff members have accepted many invitations to appear before church groups.

ENROLLMENT

Our enrollment fell off 14.3% last fall. We had 303 students on October 1. The second semester we had a further reduction which was not overcome by new students, leaving us a net of 284. For the current year this decrease presents a serious financial problem since it means that in making our budget for the year we have over-estimated our income.

May 18, 1951

The possibility that we shall have difficulty in increasing our enrollment within the immediate future is perhaps even a more serious problem. There are 800,000 fewer young people between the ages of 18 and 21 in the country today than there were in 1949 and there will be close to 900,000 fewer next year. This decrease in the number of prospective college and university students coupled with early marriages brought on by the war situation and with inflation poses a serious problem for the private colleges. The careful study of this problem over a six year period made by Dr. Potthoff, of the University of Illinois, is probably representative of the area from which we draw our students. You will be supplied with a copy of this report later with some comments.

Analysis of this situation has been presented in the Bulletin in an effort to secure from the friends of Lindenwood throughout the country the help that will enable us to bring our enrollment up even when the trend is downward. We have received some active help from alumnae and from a few churches. Generally speaking, however, contact with most of our prospective students is initiated by the college and its Office of Admissions.

This is not a situation which frightens us but one which should lead to persistent effort to get our constituencies in the churches and among the alumnae to give us greater help. About one out of every twelve Presbyterian college students in a college or university is found in a Presbyterian college in spite of the fact that the Presbyterians have strong institutions scattered over the country.

Mr. McMurry is, I believe, doing an excellent job of directing our admissions effort. He is keeping in close touch with his Enrollment Counselors in the field and is also maintaining contact with students who have already made application in the hope that we will not have the cancellations we have been

aving in other years. We have more freshmen enrolled now than we had last year at this time and slightly fewer upper classmen although the percentage of upper classmen (43.6%) who have rooms reserved for next year is somewhat higher than it was last year (33.6%). We are encouraged to hear that the conversation among students in the dormitories is that they are going to return to Lindenwood rather than "Where shall I go?"

Mr. McMurry feels that we should have a more attractive, and probably more expensive, viewbook and that we ought to supplement our enrollment efforts with departmental bulletins. This will not be possible under the budget that is being proposed unless a substantial reduction is made in the number of pages in the viewbook.

Mr. McMurry believes, and I share his opinion, that we shall have slightly more than 300 students on campus next fall but we realize it is difficult to make a prediction that this will be the case when the trend seems to be for reduced enrollments again next year.

FINANCIAL SUPPORT

There is evidence that there is a growing interest of Presbyterians over the country in the problem of their colleges. We are able to budget, on the basis of action already taken by the Board of Christian Education of the Presbyterian Church, U.S.A., almost three times as much support from this Board as we have been receiving, our portion for next year amounting to \$8,116.

This year we have received a few gifts from Presbyterians apart from that which came to us through the Board of Christian Education. It may very well be that by spirited effort on our part we can secure substantial increase in gifts from individual friends. There is a feeling, however, among the constituency of Lindenwood College that the college endowment is adequate. Dr. Robert M.

Hutchins, of the University of Chicago, concluded a letter that he recently wrote to alumni with a quotation from Seneca, "Our forefathers have done much but they have not finished anything." Our friends need to realize the truth of this statement.

The college is better established than most of the small colleges of America and there probably are only three or four in the Presbyterian connection that are as strong financially as Lindenwood, but if we are to meet the challenge that is before us as a Christian college, we must find further financial support.

The alumni gifts to operations to privately supported church related colleges have grown rapidly since 1940 in many institutions. Our own program of appeal to alumnae has recently been inaugurated and response has been somewhat disappointing. It would seem to be wise to complete an organization which will make greater use of the alumnae chapters and of the graduating classes in soliciting contributions of their friends to the Alumnae Fund.

We probably should not be discouraged by the size and number of gifts received to date since this is just the third year in which the alumnae have supported such gifts. So far this year 130 alumnae have responded to a letter of the President of the Alumnae Association asking for contributions to the Alumnae Fund. Total contributions of these gifts amount to \$1,439.00

The church related colleges of Missouri are making an appeal to corporations for the support of church related colleges which we hope will bring an early response and an increasing support. At a dinner to be held in St. Louis on May 28 and which is to be sponsored by Mr. Howard I. Young, Mr. Paul B. Jamison, and Mr. Clark Hungerford, I shall present the claims of these institutions for the support of corporations, and later in the year a similar meeting will be held in Kansas City. Each of you will receive a copy of the literature to be left with the guests at this dinner.

Some of the comments about the difficult times for private colleges which are before us for the next couple of years seem to me to be a little frantic. This is not a time for us to lose faith in these institutions and to be panicky about the future. Rather it is a time when we should make careful examination of our own academic program, and our plant operations, and effect at once all economies which do not impair the program of the college. We may be strengthened by this self-examination.

It is a time too to place the claims of this type of education before our own constituency and before the American people. At Lindenwood we must see to it that the excellence of the work done in the classroom and the dedication of the community to the Christian way of life may reveal the vital necessity of the continued prosperity of our institution and the enlargement of its service.

We have not yet received the copies of the report of the visitor who examined the college for the Survey Committee of the Presbyterian Board of Christian Education. We have received a confidential statement attached to the report on Westminster College which deals with the situation in Missouri. Excerpts from that statement which are significant for us follow:

"While at Westminster the surveyor explored the possibility of a coordinate college located at Lindenwood. In my opinion, barring extreme enrollment losses, this couldn't be brought about. The new Library, the traditions at Westminster, and administrative and faculty opposition, plus community opposition would be stumbling blocks, however, extreme difficulties in keeping the college doors open could of course change attitudes considerably.....

"The problem of four Presbyterian Colleges in Missouri still presents a problem. Lindenwood looks to be in good shape; Westminster because of its wide spread drawing power (comparatively) has long run possibilities but an immediate crisis. Missouri Valley has gotten a new lease on life via the American Humanities Foundation gifts, plus adding potential financial strength via the influence of H. Roe Bartle as President of the Board of Trustees and his efforts, plus those of a financially strong board of trustees in interesting potential givers in Missouri Valley. Possibility of joint Presbyterian-Episcopalian support of Missouri Valley could be considered. Park College has not as yet been visited.....

"The three Missouri Colleges visited stack up about this way when ranked 1, 2, 3, on various criteria:

	<u>Lindenwood</u>	<u>Westminster</u>	<u>Mo. Valley</u>
Potential Clientele	2	1	3
Financial Strength	1	2.5	2.5
Faculty	1.5	1.5	3
Curriculum	1.5	1.5	3
Student Personnel Services	1	2	3
Library	1	3	2
Administration	1	2	3
Religious Influence	1	2.5	2.5
Immediate Survival	1	3	2
Long Term Survival	1	2	3
Location	1	2.5	2.5
Plant Facilities	1	3	2
Total	<u>14.0</u>	<u>26.5</u>	<u>31.5</u>

"General overall rating 1) Lindenwood 2) Westminster 3) Missouri Valley. This is a rough appraisal to date - perhaps something will be uncovered on the Missouri situation after the Park visit."

BUDGETARY PROBLEM

In making up the proposed budget for the coming year we have effected a reduction in expenditures by releasing one part-time teacher and four full-time teachers. We believe that this reduction in the staff will not seriously curtail the offerings of the college with the reduced enrollment. We have also reduced the number of employees in the dining room and kitchen.

On the basis of our last monthly statement, copy of which goes to each member of the Finance Committee soon after the 15th of each month, the Business Manager estimates that at the end of the year we shall be over in the budget in the following indicated amounts:

1. The Dining Room Operation will be over \$10,000. This expenditure beyond the budget is the result of increased food costs occurring during the year and of increase in wages for the employees in the dining room authorized by Board action during the year. The increase in wages amounts to about \$800.

2. Plant Operation. It appears likely that we shall go beyond the budget about \$500. This item includes a miscellany of services in the maintenance of furnishings and fixtures. Increase in costs of supplies and of cleaning services accounts for the additional expenditure.
3. Health Center. It appears that the excess expenditure in the Health Center will amount to about \$800. This is due to the increase in wages of two house maids and to the increased costs of drugs and medicines purchased.
4. Heat, Power, Water and Gas. It appears that this expense will be \$4,000 beyond the budget due to the fact that the winter has made it necessary to purchase more coal than usual, to a 20¢ per ton increase in the cost of coal during the year under a standard coal contract, and perhaps a slight degree to the stock piling of coal in anticipation of a picket line.
5. Office Expense will be \$1,500 beyond the budget. The excess expenditure occurs in the Admissions Office and the Business Office and is due to printing expenses beyond that which we had last year and to a \$250 increase in the audit charge over the estimate made when we were making the budget. The excess printing is in part due to the change of Directors of Admissions so that we had several extra sets of forms printed during the year. This overage will be partially off set by an inventory in some items. For example, we have Purchase Order forms enough to last two and one-half years having bought them in a quantity which greatly reduced the cost per copy.

6. Publications. An excess of \$2,500 is expected. In the accounting which has been set up in the Business Office and which is followed by the auditor, we have paid for some of our publications such as the catalog and viewbook in the fiscal year following the actual printing of the literature. The theory is that these are used for the year in which the students come. I should like to get on a current basis both of the sake of sound practice in budget making and reasonable dispatch in the handling of accounts.
7. Scholarships will be over about \$2,000. This is probably the result of the fact that some parents have been assured of a definite amount of help including work. Sometimes the student's schedule makes it impossible for her to get in the amount of work we have included in the self-help budget and if definite promise has been made to parents, scholarship grants which include self-help will be increased. There will be more than a corresponding saving in expenditures for student work.

On the Board account the equipment will be over by \$3,500. The additional expenditure for this item has been authorized by Board action. It involves a trade-in of the President's car on a new car and the purchase of a new car for the Director of Admissions.

There will also be an expenditure of \$1,500 for Social Security.

This was authorized by special action of the Board.

Other expenditures authorized by special action of the Board during the year were:

1. Increase in wages of the grounds crew.

2. Remodeling and furnishing of the Home Management House. The remodeling work is proceeding but we shall probably not incur the expense of the furnishings until the next fiscal year.
3. Mrs. Hatch and Mr. Harris were employed as Enrollment Counselors and Mr. McMurry as Director of Admissions at specified salaries. Apparently we shall not go over on the promotion account in spite of the employment of the additional counselors and we shall not go over in administrative salaries although for the year Mr. McMurry's salary will be at the rate of \$2,200 more than Mr. Keel's had been. The fact that this does not put us over in administrative salaries is due to the fact that we are unable to secure a second secretary in the Admissions Office and the higher rate in the salary of the Director of Admissions is only for part of the year. We are still short one secretary in the Admissions Office and the Dean is now without a full-time secretary. It has become increasingly difficult to secure competent secretarial aid at the salaries we have been paying.
4. Another expenditure authorized by the Board is the purchase of safety lights and fire extinguishers for Cobbs Hall at the cost of \$212.

Another item that appears to be over the budget cost is the item for group insurance. Our dividend for this which will be paid at the end of the year is expected to bring this cost to the budgeted amount.

On some of the items in the budget we shall close the year without spending the amount carried in the budget. In the Board account, we shall be under in the item of Educational Equipment by \$1,000 and in the item of Building Repair and Maintenance \$500.

In the operating account, we shall be under in the General Expense item by \$500 and Instructional Expense by \$1,000 and in Student Assistants by \$3,000.

This means that it is indicated that our total expenditures for the year will be about \$20,000 more than we had budgeted.

Expenditures in excess of the estimates in the original budget adopted and income likely to be considerably less than the estimated income will leave us with a substantial deficit at the end of the year.

RECOMMENDATIONS

It is recommended that an honorary degree of doctor of laws be conferred on Dr. Elise Strang L'Esperance. Dr. L'Esperance has been on the faculty at Cornell University Medical School. She has served as a director of the Strang Cancer Prevention Clinics and has been on the staff of Memorial Hospital and New York Infirmary since 1937.

It is recommended that the President of the Board appoint a committee to plan a campaign for capital funds.

It is recommended that the committee which has been dealing with the problem of publicity and public relations be continued.

It is recommended that the administration be authorized to bring to the Board a recommendation concerning the use of some of the appropriations for grants-in-aids and scholarships as loans.

It is recommended that Miss Kathryn Hankins, who is retiring at the end of this year and who has served as a member of the faculty for thirty-one years, be made Professor Emeritus of Classical Languages.

May 18, 1951

Miss Mabel Holt, Head Resident of Niccolls Hall, is leaving the employ of the college. It is recommended that we continue to pay \$48.00 on her retirement insurance for one year after she leaves.

This report is respectfully submitted with my thanks for your cooperation and support at a time of some difficulty and great challenge.

Yours sincerely,

Dr. William B. Armstrong
Dean, Home Building, Yonkers &
Municipal College
200 Main Street
St. Louis 1, Missouri

F. L. McCluer

FLM:MY

As promised, I am pleased to write and furnish you with a list of items included in the Buildings and Grounds Department report, which was approved at last Monday at the meeting of the Board of Directors of Lombard College. These items are as follows:

1. Repairs and repainting of the Hall south wing	\$1000.00
2. Repair, sand and refinish gymnasium floor	500.00
3. Reupholstering seats of gym and Butler Halls	500.00
4. Butler Hall - exterior painting	200.00
5. Lodge - exterior painting	400.00
6. Complete equipping of Business Manager's office	125.00
7. Paint, redecorate and make certain repairs to Kathick Hall	500.00
Total	\$3625.00

Trusting that I am furnishing you with the desired information in this instance, and with kind personal wishes,
I am

Sincerely yours,

Arthur S. Goffall

GOODALL & CO.

INVESTMENT SECURITIES

220 N. FOURTH ST. • ST. LOUIS 2, MO.

May 25, 1951

Mr. William H. Armstrong
 Cobbs, Blake, Armstrong, Teasdale & Roos
 Mississippi Valley Trust Building
 506 Olive Street
 St. Louis 1, Missouri

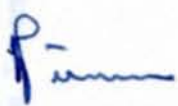
Dear Bill:

As promised, I am pleased to write and furnish you with a list of items included in the Buildings and Grounds Committee report, which were approved of last Monday at the meeting of the Board of Directors of Lindenwood College. These items are as follows:

1. Remove and rebuild Ayres Hall south steps	\$1000.00
3. Repair, sand and refinish gymnasium floor	600.00
4. Tuckpointing parts of Ayres and Butler Halls	800.00
5. Butler Hall - exterior painting	2200.00
6. Lodge - exterior painting	455.00
9. Complete enclosure of Business Manager's office	225.00
13. Paint, redecorate and make certain repairs to Eastlick Hall	<u>500.00</u>
Total	<u>\$5780.00</u>

Trusting that I am furnishing you with the desired information in this instance, and with kind personal wishes, I am

Sincerely yours,



Arthur S. Goodall

ASG:amm

BUDGET OF LINDENWOOD COLLEGE
1951-1952

ESTIMATED INCOME - LINDENWOOD COLLEGE

Resident Students	\$396,000.00
Non-Resident Students	8,000.00
Halls, Extra Charges - Irwin Hall, Cobbs Hall and Single Rooms	11,000.00
Lecture Fund	3,250.00
Book Store and Student Tea Room	3,000.00
Faculty and Day Students Eating in Dining Room	4,500.00
Special Students	2,500.00
Contributions from Alumnae and Friends	12,500.00
Board of Christian Education	8,116.00
Golf Course	100.00
Rents (Gables and Eastlick Hall)	1,200.00
Miscellaneous Income - Conferences, etc.	<u>3,000.00</u>

Total estimated income - Lindenwood College

\$453,166.00

BUDGET OF LINDENWOOD COLLEGE (CONT.)
1951-1952

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE

Dining Room Operation		\$99,933.00
Dairy Products	\$14,000.00	
Groceries	30,000.00	
Meat	22,000.00	
Dietitians' Salaries (2)	4,333.00	
Clerical Help	950.00	
Kitchen and Dining Room Help	25,000.00	
Kitchen and Dining Room Expense	3,500.00	
Office Expense	150.00	
Total - Dining Room Operation	<u>99,933.00</u>	
Faculty Salaries		160,550.00
Administration Salaries		59,070.00
Pensions (or Special Payments)		5,400.00
Alice A. Linnemann	\$900.00	
H. M. Gage	3,000.00	
Alice E. Gipson	900.00	
Ethel B. Cook	600.00	
Total - Pensions	<u>5,400.00</u>	
Retirement		7,000.00
Social Security Taxes		5,500.00
General Expense		11,780.00
Automobiles	1,700.00	
Miscellaneous expense (flowers for funerals and Roemer graves)	600.00	
Travel, President, taxi hire, guests, etc.	1,200.00	
Insurance - safe and burglary	230.00	
Post Office - maintenance and salaries	1,200.00	
Special Entertaining	500.00	
Window Washing	1,200.00	
Laundry Expenses	2,000.00	
Trunk and Baggage Hauling	350.00	
Piano Tuning and Maintenance	2,200.00	
Housekeeping - President's Residence	600.00	
	<u>11,780.00</u>	

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE (CONT.)

Plant Operation		\$1,400.00
Furniture and Furnishings Repair (cleaning rugs, drapes, etc.)	\$600.00	
Janitor and Household Supplies, Cleaning Materials, Toilet Supplies, Maids' and Men's Uniforms and Household Linens	3,800.00	
Total - Plant Operation	<u>4,400.00</u>	
Health Center		9,250.00
Physician	2,400.00	
Nurses (2)	4,200.00	
Housemaids	1,650.00	
General Expenses and Supplies and Drugs	1,000.00	
Total - Health Center	<u>9,250.00</u>	
Heat, Power, Water and Gas		24,870.00
Fuel - Coal and Oil	13,000.00	
Electric Current	7,500.00	
Electric Transformer Rental	370.00	
Water	2,900.00	
Gas	500.00	
Electric Lamp Renewals	600.00	
Total - Heat, Power, Etc.	<u>24,870.00</u>	

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE (CONT.)

Instructional Expense		\$18,200.00
General Expense	\$600.00	
Art Department	500.00	
Biological Science Department	1,000.00	
Philosophy and Religion Department	100.00	
Chemistry Department	300.00	
Choir (including tour)	1,000.00	
Secretarial Science Department	350.00	
Speech Department	750.00	
Economics Department	50.00	
Sociology Department	50.00	
Education Department	100.00	
English Department	600.00	
History and Government Department	50.00	
Home Economics Department	850.00	
Journalism Department	1,000.00	
Lectures and Concerts (\$1,000 for political convention)	4,250.00	
Music Department	500.00	
Orchestra	100.00	
Physical Education Department	2,050.00	
Organ	300.00	
Physics Department	25.00	
Mathematics Department	50.00	
Modern Languages Department	50.00	
Membership Dues	500.00	
Psychology Department	75.00	
Student Guidance and Placement	1,000.00	
Radio - KCLC	500.00	
Travel Expense - Faculty	600.00	
Travel Expense - Applicants	500.00	
Summer Scholarships	400.00	
Total - Instructional Expense	<u>18,200.00</u>	
Student Assistants (does not include those working in the Library)		8,000.00

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE (CONT.)

Labor		\$16,000.00
Firemen, Janitor (Education), Housemaid (Education)	\$7,500.00	
Housemaids - Residence and Other Buildings (not Library, Roemer and Fine Arts)	8,500.00	
Total - Labor	<u>16,000.00</u>	
Library		9,975.00
Expense	125.00	
Magazines	750.00	
Newspapers	150.00	
Book Binding and Repair and Magazine Binding	300.00	
Salaries	6,250.00	
Housemaids and Janitor	800.00	
Janitor Supplies	100.00	
Student Assistants	1,500.00	
Total - Library	<u>9,975.00</u>	
Office Expense		7,800.00
President's Office	1,000.00	
Admissions Office	1,500.00	
Business Office	1,700.00	
Dean and Registrar's Office	1,000.00	
Superintendent's Office	100.00	
Post Office Box Rental, Telephone and Telegraph	2,500.00	
Total - Office Expense	<u>7,800.00</u>	
Promotion		53,370.00
Representatives - Salaries and Travel Expense	50,000.00	
" - Stationery and Supplies	250.00	
" - American Schools Assn. & College Advisory Board, etc.	720.00	
Alumnae Secretary and Supplies	300.00	
Advertising - General	800.00	
" - Magazines and Religious Magazines	800.00	
Alumnae Drive for Funds	500.00	
Total - Promotion	<u>53,370.00</u>	

BUDGET OF LINDENWOOD COLLEGE (CONT.)
1951-1952

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE (CONT.)

Publications

Bulletin

\$3,900.00

\$9,100.00

Catalogs and viewbooks

4,500.00

Student Handbook

300.00

Postage

400.00

Total - Publications

9,100.00

Scholarships

45,000.00

Total Estimated Disbursements - Lindenwood College

\$555,198.00

Note - This does not include the cost of group insurance.

BUDGET OF LINDENWOOD FEMALE COLLEGE
1951-1952

ESTIMATED INCOME - LINDENWOOD FEMALE COLLEGE

Dividends and Interest (estimate)	\$190,000.00
Rents (Gamble Street Apt. and Quonsets)	3,700.00
Farm Income	<u>500.00</u>

Total estimated income - Lindenwood Female College \$194,200.00

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE

Fine Arts Building (repair, maintenance and operation)		\$1,800.00
Roemer Hall (repair, maintenance and operation)		6,525.00
Library Books (new)		2,000.00
Educational Equipment (new and replacement)		2,155.00
Art Department	\$250.00	
Biological Science Department	100.00	
Chemistry Department	400.00	
Education Department	30.00	
Home Economics Department	50.00	
Mathematics Department	25.00	
Music Department	150.00	
Office Furnishings	200.00	
Psychology Department	25.00	
Physical Education Department	375.00	
Physics Department	150.00	
Secretarial Science Department	300.00	
Speech Department	100.00	
	<u>Total Educational Equipment</u>	<u>\$2,155.00</u>
Commission to Fiscal Agent		1,500.00
Investors' Service		1,500.00
Audit (one-half of cost)		750.00
George B. Cummings (honorarium)		1,500.00
Reimer Apartment (repair and maintenance)		600.00
Cora Wye (salary)		600.00
Insurance (Building)		3,500.00

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE (CONT.)

Buildings (Repair and Maintenance)		\$21,400.00
Ayres Hall	\$4,200.00	
Butler Hall	5,300.00	
Boiler House	500.00	
Cobbs Hall	1,000.00	
Eastlick Hall	750.00	
Filter Plant	50.00	
Gables	50.00	
Greenhouse	200.00	
Hardware and Electric Supplies	500.00	
Health Center	350.00	
Irwin Hall	1,500.00	
Library	400.00	
Lodge	500.00	
McColls Hall	2,000.00	
President's Residence	450.00	
Quonset Huts	200.00	
Riding Stable	100.00	
Sculpture House	50.00	
Sibley Hall	2,200.00	
Sprinkler System	100.00	
Telephone System	200.00	
Tunnel	100.00	
Watson Lodge	150.00	
Home Management House	50.00	
	<u>Total - Buildings</u>	
	<u>\$21,400.00</u>	
Campus and Roadways		8,600.00
Athletic Field (including labor)	\$400.00	
Campus and Paddock (including labor)	6,500.00	
Golf Course (including labor)	900.00	
Roadways	50.00	
Sidewalks	50.00	
Tennis Courts	200.00	
Tree Work	500.00	
	<u>Total - Campus and Roadways</u>	
	<u>\$8,600.00</u>	

BUDGET OF LINDENWOOD FEMALE COLLEGE (CONT.)
1951-1952

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE (CONT.)

Equipment (new and replacement - not educational)		\$3,700.00
Ayres Hall	\$500.00	
Butler Hall	100.00	
Cobbs Hall	100.00	
Dining Room	600.00	
Health Center	75.00	
Irwin Hall	150.00	
Kitchen	1,000.00	
Niccolls Hall	150.00	
Sibley Hall	150.00	
Roemer Hall	400.00	
President's Residence	400.00	
Library Club Room	25.00	
Tea Room Equipment	50.00	
Total Equipment	<u>\$3,700.00</u>	
Watchmen's Uniforms and Supplies		150.00
Superintendent, Building Maintenance (except Roemer, Fine Arts and Library), Watchmen		<u>16,500.00</u>
Total estimated disbursements - Lindenwood Female College		<u>\$72,780.00</u>

Note - This does not include the cost of group insurance.

LINDENWOOD FEMALE COLLEGE
MINUTES OF ANNUAL FALL MEETING OF BOARD OF DIRECTORS

St. Charles, Missouri
October 11, 1951

Pursuant to notice duly given in accordance with the By-Laws, the annual Fall Meeting of the Board of Directors of Lindenwood Female College was held at the College following dinner at 8:00 P. M., October 11, 1951. There were present:

Dr. James W. Clarke	Mr. Arthur S. Goodall
Dr. Elmer B. Whitcomb	Mr. Philip J. Hickey
Dr. Harry T. Scherer	Mrs. Arthur Stockstrom
Mr. Thomas H. Cobbs	Mrs. Leo J. Vogt
Mr. John T. Garrett	Mr. William H. Armstrong
Mr. R. Wesley Mellow	

Dr. Franc L. McCluer, President of the College, was also in attendance.

Dr. Clarke acted as Chairman of the meeting and Mr. Armstrong acted as Secretary.

The meeting was opened with an invocation by Dr. Whitcomb.

The minutes of the annual Spring Meeting of the Board of Directors held on June 18, 1951, on motion duly made, seconded, and carried, were approved.

Dr. Clarke called the attention of the Board to the recent loss sustained by Mr. Walter Head, and on motion of Dr. Scherer, seconded by Mrs. Vogt, and duly carried, the Secretary was instructed to convey to Mr. Head the deep sympathy of the members of the Board of Directors in his recent loss.

Dr. Clarke, as President of the Board of Directors, then informally reported on the opening of the College, mentioning in particular the excellent student body and the good spirit and morale of the faculty, and expressed the hope that the school year beginning in the fall of 1952 would show an enrollment of not less than 400 students.

He stated that he had recently attended a meeting with the Promotional Staff and that this was the goal set by them.

Dr. McCluer, President of the College, then commented upon his written report to the Board of Directors dated October 11, 1951, which had previously been mailed to all Directors. A copy of the President's report was ordered attached to and made a part of these minutes.

As supplement to his report, President McCluer commented that a study had been made of the enrollment records covering the past twenty-four years. He stated that this survey had established that there was a direct relationship between the

activity and number of Enrollment Counselors and the size of the student body. He stated that since the Enrollment Counselors Staff had been organized and augmented that he looked forward to a substantially increased enrollment for the coming school year.

He then turned to the recommendations contained in his report.

On motion duly made, seconded and unanimously carried, the President was authorized to increase the wages of maids, cooks, cook's helpers and waitresses in an all-over amount of approximately \$1200.00 per year, provided other savings in the Budget could be made to bring such increase within the overall current Budget for the College.

On motion duly made, seconded and unanimously carried, the Board approved the appointment of Mrs. Cecil Bowlby and Mrs. Johnnye Cunningham as Enrollment Counselors to replace Messrs. Lamb and Lewis.

On motion duly made, seconded and unanimously carried, the officers of the College were requested to request the Synod of Missouri for authority to seek funds within the churches of the Synod for the erection of a chapel building at Lindenwood and secure funds to reduce the anticipated deficit during the current school year.

On motion duly made, seconded and carried, the Board authorized the President to engage Mrs. Mary Bryant as Director of Publicity and of Alumnae Activities at a salary of \$4000.00 per year and at the same time make an adjustment in the compensation being paid Mr. Clayton in view of the fact that he will be relieved of such duties.

On motion duly made, seconded, and carried, the President of the College and the Buildings and Grounds Committee were jointly authorized to arrange for the retirement of Mr. Ordelheide at the end of this school year and to make a recommendation as to his replacement and the handling of his duties in the future.

In the absence of Mr. Blumeyer, Mr. Cobbs reported on behalf of the Finance Committee, discussing the financial memoranda recently mailed to all Board members and commenting on the audit for the period ending June 30, 1951.

After his report, on motion duly made, seconded and unanimously carried, the audit, as submitted, as of June 30, 1951, was approved.

The question as to the safekeeping of the investments of the College and for financial advice was by the Chairman of the meeting referred to the Finance Committee for consideration and recommendation.

On motion duly made, seconded and carried the officers of the Lindenwood Female College were authorized to enter into an agreement with the Union Electric Company relating to an underground cable and equipment in a sub-station located on the College grounds. The proposed agreement as authorized contemplates the transfer of the cable and certain equipment in the sub-station to Union Electric

Company who is thereafter to be responsible and liable for its maintenance and operation and in turn the College is to pay a rental for these facilities.

Mr. Mellow on behalf of the Buildings and Grounds Committee reported that during the winter months attention would have to be given to the purchase of more equipment and, on motion duly made, seconded, and unanimously carried, this Committee was authorized to expend not to exceed \$1000.00 in repairs or the purchase of new equipment.

The Chairman of the meeting then presented the recommendations of the President of the College submitted on behalf of the Faculty Committee. These recommendations are in writing and were submitted to the Board.

On motion duly made, seconded and unanimously carried, the recommendations of the Committee on Faculty were approved and a copy of the recommendations were directed to be attached to these minutes.

There being no further business, the meeting adjourned subject to reconvening at the call of the President.

Wm. H. Armstrong
Secretary

James W. Cook
Chairman

REPORT
of the
PRESIDENT OF THE COLLEGE
to the
BOARD OF DIRECTORS

October 11, 1951

It is a pleasure to submit this report on the opening of the work at Lindenwood College this fall.

ENROLLMENT

There are three hundred nine (309) students enrolled at Lindenwood this fall. This represents a very slight increase over the enrollment of three hundred three (303) last fall, but it is encouraging to know that we are among the few colleges that stopped the downward trend this fall. Decreases in enrollments commonly reported run from 10% to 15%. Lindenwood and Blackburn in this area, and William Jewell and Park in the western part of the state have slight increases. We are happy to report that there has been an increase in the percentage of returning resident students the last few years. In 1949-50, 50.3% of the students eligible to return re-enrolled, in 1950-51, 55.4% re-enrolled and in 1951-52, 56.5%.

The character of the Freshman class is good. On the psychological test scores, the class ranks seven points higher on the percentile scale than the class which entered last year. We have fewer students in the lower group according to their marks in high school, and 60% are from the top quarter of their classes. In the student body we have seventy students who have qualified for honor scholarships and one who won a scholarship at the St. Louis Science Fair last fall.

Not only are we encouraged by the character of the student body, but we have had an unusually good start. Faculty and students alike regarded the Orientation Week as an exceedingly successful one. The orientation program

was planned by Miss Lichliter and her counselors and carried on very effectively. The students were kept busy but were not over-worked. Upper class students who were not used as student counselors were asked not to come to the campus until the day on which they registered, which was the last day of Orientation Week. Another factor which has contributed to a happy registration week is the adherence to requirements on the part of enrollment advisers. We had no student asking permission to substitute a course of her choice for a required course. Students have come to accept the fact that requirements of our course of study and not those of some other institution to which they may transfer must be followed here.

Attention should be called to the effect of the enrollment upon the budget adopted last spring. We had expected three hundred resident students and twenty-six day students. We have two hundred seventy-nine resident students, twenty-six day students, and four academic special students. In addition, we have thirty special music students. Our total income from resident students will be approximately \$30,000 less than the budget figure.

FACULTY

New people on the faculty are Mr. Bremen Van Bibber, who succeeds Dr. Donn W. Hayes, as Chairman of the Department of Education; Miss Marjorie Hiller, Visiting Professor of English Literature from Bishop Otter College in England, who is an exchange teacher replacing Dr. Sibley, who is teaching at Bishop Otter College this year; Miss Mildred Hillestad, who replaces Miss Selma Nelson, who resigned this summer; Dr. Dorothy Williams, who is a part-time teacher replacing Mr. Brien, who resigned during the summer; and Mr. George V. Doren, part-time teacher who replaces Mr. Lustig, who was on full time. Resignations of Mrs. Lillian Swanson, in the Biological Science Department, Miss Busse in Secretarial Science, and Mr. Greer in Sociology, were accepted, and with the smaller enrollment we have been able to do our work without replacing them.

Mr. Van Bibber has his master's degree from the University of Missouri and was Superintendent of Schools in Sikeston, Missouri, before coming to Lindenwood. Miss Hillestad received her master's degree from the University of Colorado this summer. Dr. Williams has her doctorate from Washington University where she is also doing some part-time teaching. Mr. Doren received his master's degree from Yale University and is doing some part-time teaching at Washington University also.

Faculty morale is excellent and the enthusiasm with which the faculty is starting the year is equal to that of the students and is an earnest of a good school year from the standpoint of academic accomplishment.

RELATIONSHIPS WITH CHURCHES AND ALUMNAE

It is good to report a slight increase in the percentage of Presbyterians in the student body although it is quite obvious that the Presbyterian pastors and churches have not been making strenuous efforts as a whole to direct their students to this institution. We are hoping by frequent news notes to the pastors and through a participation on the part of our students in the services in the churches of the Presbytery of St. Louis on Christian College Day, April 27, to increase the interest of the Presbyterian churches. Presbytery has approved our suggestion that Lindenwood students be invited to participate in Sunday morning services on that date by offering prayer, singing solos, reading Scriptures, or making short talks on "Why I Am Attending a Christian College."

We are hoping also to organize the alumnae to call upon prospective students in areas where we have a sizeable number of former students. They have given very little help although where it has been given, it has been very effective.

HOME MANAGEMENT HOUSE

Remodeling and furnishing of the Home Management House has been completed at a cost of approximately \$1,000 less than the \$15,000 authorized by the Board. It is an attractive home and the enrollment of students in this course has already been increased. We shall probably have four students in it all the while. The students in this course will live in the house for eight weeks, keep the house, buy the food, prepare menus and cook the meals. Purchases of food will be made on different budget levels. The course is being opened not only to students majoring in Home Economics, but to any student who has had the course in Food Preparation and Selection. The house will be open for inspection to members of the Board the evening of Thursday, October 11.

SPECIAL PROGRAMS

A number of special programs have been planned for the year which should be attractive to visitors to the campus. They include a lecture by Begum Aga Khan Raza, of Pakistan; the Founders' Day program in which Miss Hiller will be the convocation speaker; a dramatic presentation by Brian Aherne on October 27; student political conventions in the spring which will be participated in by students from fifty or sixty colleges and universities in the Mississippi Valley. Some of these programs will be broadcast and should help to place the college in a favorable light before the public in this area.

"The Whirlwind Passeth", a play which was produced here last spring at our May Day program, will be produced at the Community Playhouse in St. Louis on November 2. This play was written by a member of the Senior class and directed by a member of the Senior class last year. Members of the Board and their friends who may see it in St. Louis will be proud of this production.

RELIGIOUS LIFE ON THE CAMPUS

We have an increased interest in religious activities and exceptionally strong leadership in the Student Christian Association. The officers of Student Christian Association asked us to provide a Prayer Room which would be used for meditation, private devotion and prayer, and for no other purpose throughout the year. That room has been furnished with the cooperation of the churches in St. Charles and is being used by the students this fall.

The President of the Student Christian Association has also planned to have different student groups meet in a number of homes in St. Charles, including homes of faculty members, on October 16. These prayer meetings, planned by the students, evidence a serious interest in the religious life of the community.

The officers of S.C.A. and the students generally are enthusiastic about the action of Presbytery's approval of our request that the students be invited to participate in worship services Sunday morning, April 27.

They have also planned several trips into St. Louis for attendance at worship services Sunday mornings.

It was a pleasure last week to have a Committee of Synod visit the campus. Dr. W. Davidson McDowell, of Ladue Chapel, and the Reverend Charles I. Andrus and Elder Morris, of the Hannibal Church, constituted Synod's Committee.

PLACEMENT SERVICE

One of the unusual features of the placement service at Lindenwood College is the fact that it is in the office of the Director of Vocational Guidance and Counseling. This is a logical combination of services.

Another feature of this service is that fact that it is given to every graduate of the institution, no matter what type of employment she may seek, whereas in most of the small colleges placement service is confined to those who are seeking teaching positions. We like to believe that the competence of the work in the Office of Guidance and Placement, which Miss Mary Lichliter directs, is responsible for the great increase in the number of students that are served. Several years ago the office served six or eight students a year. This year it served twenty-five of the thirty-seven graduates. All graduates except six registered with the placement service, but eight of those who registered were married and only four of them accepted work sought for them by this office. Of the others, six are in graduate school, one on a teaching fellowship at the University of Minnesota and one in Law School at Cornell University. Nine are teaching, their assignments being in elementary schools, music, physical education, biology and art. Two are employed by radio stations, two in group work (one as a recreational therapist and one as an Assistant Program Director in the Y.W.C.A. in Portland, Oregon), and four are employed in business.

CORPORATION GIVING

The church related liberal arts colleges of Missouri have effected an organization to secure gifts from corporations to church related privately supported institutions and are seeking incorporation for the purpose of these gifts. The pro forma decree will be issued in the near future. Recent articles in national magazines and the first two pages in a recent Kiplinger Letter give further emphasis to the appropriateness of such gifts and we are hopeful that much may come from this activity in which we are cooperating with other colleges in Missouri.

October 11, 1951

~~This summary is being sent to the administration of each of the colleges concerned but should be held as confidential information in so far as particular comparisons are concerned. I am, however, exceedingly happy to give you our overall standing in these comparisons.~~

~~Each college was ranked from 1 to 5 on each of these criteria and the totals of these rankings used to rate the colleges in order of their strength. Lindenwood College ranks first in the group. Only two colleges in the thirty-two surveyed were at all close to Lindenwood in the totals. We certainly have a right to be proud of the fact that this ranking is given our college by one who is making an objective study.~~

WAGE INCREASES

We have had requests for wage increases from maids, cooks, cooks' helpers, and waitresses and felt that we had to make slight increases in order to hold our employees, several of whom had been offered considerably higher wages elsewhere. The Business Manager and the supervisor of the workers involved in each case have recommended cost of living increases for these groups which would amount to about \$1,200 for the year.

RECOMMENDATIONS

It is recommended that the appointment of Mrs. Cecil Bowlby, to replace Mr. Lamb, as an Enrollment Counselor at a salary of \$3,600 a year be confirmed.

It is recommended that the appointment of Mrs. Johnnye Cunningham, to replace Mr. Lewis, as an Enrollment Counselor in Oklahoma at a salary of \$3,600 a year be confirmed.

It is recommended that the Board and the administration of the college request the Synod of Missouri to authorize the college to seek funds within the churches of the Synod for the erection of a chapel building.

October 11, 1951

It is suggested that the Board of Directors express to Mrs. James A. Reed appreciation of her generosity in agreeing to pay the entire salary of Madame Lyolene for this year. She has hitherto been paying one-half of her salary and I requested her early in the summer to provide all of the salary this year. She complied with the request promptly and gladly.

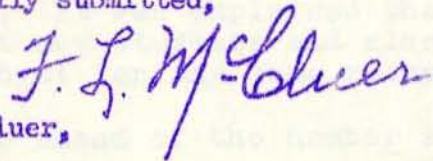
It is suggested that the members of the Board and the President of the college make a vigorous effort to secure gifts from alumnae and close friends of the college to offset the loss of anticipated income from students.

It is recommended that Mrs. Mary Bryant be employed as Director of Publicity and of Alumnae Activities at a salary of \$4,000 a year. Mrs. Bryant has been a member of the staff of the St. Louis Star-Times and is a competent and experienced newspaper woman.

It is recommended that the cost of living increases in wages for dining room and kitchen help and dormitory maids be approved.

It is recommended that Mr. Ordelleide, who is past retirement age and whose health is not very good, be retired at the close of this school year and that the Business Manager be asked to look for a satisfactory Superintendent of Buildings and Grounds to assume his work not later than at the close of this school year.

Respectfully submitted,



F. L. McCluer,
President

LINDENWOOD FEMALE COLLEGE

MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS

St. Louis, Missouri
December 21, 1951.

Pursuant to the call and notice duly given to each member of the Board, in accordance with the By-Laws, a special meeting of the Board of Directors of Lindenwood Female College was held in Room 106, Statler Hotel, St. Louis, Missouri, this 21st day of December, 1951, beginning about 1:30 P.M.

The meeting was called to order by Dr. James W. Clarke, President. Dr. Harry T. Scherer offered the prayer.

The following Directors, being a quorum, were present:

Mr. Arthur A. Blumeyer	Mr. John T. Garrett
Dr. James W. Clarke	Mr. Arthur S. Goodall
Mr. Thomas H. Cobbs	Dr. Harry T. Scherer
Mr. Russell L. Dearmont	Mrs. Arthur Stockstrom

Dr. Franc L. McCluer, President of the College, was also present.

In the absence of Mr. Wm. H. Armstrong, Secretary, Dr. Clarke appointed Mr. Goodall to act as Secretary.

The minutes of the previous meeting, held October 11, 1951, were approved, but were not read because a copy of them had previously been mailed to each of the Directors.

No prepared report was submitted by the Finance Committee, but Mr. Blumeyer, Chairman of that Committee, stated that the portfolio of investments was entirely satisfactory.

Attention was called to the fact that the expenses of operating the College were running beyond the budget in certain instances, especially in the item of office expense. It was explained that that was due to additional efforts to get new students and also that the item of scholarships was over the budget for the same reason.

Dr. McCluer reported three students ahead of the number at this time last year.

Mr. Blumeyer reported that the St. Louis Union Trust Company, who furnish us investment advice, had agreed to furnish that advice and also handle the securities in the endowment fund for 2-1/2% of the gross income, without charging on the income from the \$400,000.00 U.S. Savings Bonds, Series "G", so long as that money remained invested in said bonds,

and without charging on the income from the stock of the General Contract Corporation. Mr. Blumeyer stated that he thought this would hold their total charges down to a reasonable amount. He said the Finance Committee recommends that, under those circumstances, Lindenwood should cancel the agreement which it has with Mississippi Valley Trust Company (now Mercantile Trust Company) and enter into an agreement with St. Louis Union Trust Company to handle the securities in the endowment fund and also furnish investment advice for 2-1/2% of the gross income from said securities, not considering the income from "G" Bonds and the stock of the General Contract Corporation.

On motion duly made and seconded, the recommendation of the Finance Committee was approved and the officers were authorized to enter into such a contract with St. Louis Union Trust Co.

Mr. Cobbs reported that the Bank of St. Louis desired some special resolutions to cover, not only the handling of the accounts which Lindenwood had at that bank, but also to cover authority to borrow money and to contract for the purchase and/or sale of stocks, bonds, and other securities, already issued or if and when issued. He presented the following three resolutions and each of them was, on motion duly made and seconded, unanimously approved and adopted. Said resolutions were as follows:

First Resolution

RESOLVED THAT:

(1) The funds of this company on deposit with Bank of St. Louis, shall be subject to withdrawal on the signature of any 2 of the following named persons and that said Bank be, and it is hereby, authorized and directed to pay all checks so signed, regardless of the amount in which they may be drawn or to whom they may be payable; including the signer or signers thereof.

James W. Clarke, President, Thomas H. Cobbs, Vice-President, John T. Garrett, Vice-President, William H. Armstrong, Secretary, Arthur A. Blumeyer, Treasurer and their successors in said offices.

(2) That any two of the following named officers and their successors in such offices, James W. Clark, President, Thomas H. Cobbs, Vice-President, John T. Garrett, Vice-President, William H. Armstrong, Secretary and Arthur A. Blumeyer, Treasurer,

of this company be and they are hereby authorized to effect loans from time to time for and on behalf of this company from Bank of St. Louis, and to renew or extend such loans from time to time; and for such loans (and any and all renewals and extensions) to make, execute and deliver to said Bank of St. Louis, the promissory notes, endorsements and other obligations of this company, and to pledge as security for such loans (and any and all renewals or extensions thereof) the endorsements, stocks, bonds, bills receivable and other property of this company. The proceeds

of all such loans, renewals, extensions, shall be placed from time to time, as made to the credit of this company on the books of said Bank of St. Louis and such credit shall have the same force and effect as if the amount thereof had been duly paid to this company in cash.

Second Resolution

RESOLVED that this Corporation ratify and confirm the actions of Arthur A. Blumeyer and Thomas H. Cobbs as officers of this Corporation in negotiating, on behalf of this Corporation, the following described loans with the Bank of St. Louis and in executing, on behalf of this Corporation, the following notes evidencing said loans:

\$30,000.00 loan made 5-22-51 presently evidenced by note in the amount of \$30,000.00 due on demand or 8-22-51 bearing interest at the rate of $3\frac{1}{2}\%$ per annum payable at maturity, said note having been extended on the reverse side to 2-22-52.

\$15,000.00 loan made 6-11-51 presently evidenced by note in the amount of \$15,000.00 due on demand or 8-22-51 bearing interest at the rate of $3\frac{1}{2}\%$ per annum payable at maturity, said note having been extended on the reverse side to 2-22-52.

\$20,000.00 loan made 9-7-49 which loan was paid in full on 10-7-49.

Third Resolution

RESOLVED that this Corporation ratify and confirm the actions of Arthur A. Blumeyer and Thomas H. Cobbs officers of this Corporation in negotiating on behalf of this Corporation, the following described When Issued securities purchases and in executing, on behalf of this Corporation, any and all contracts in relation thereto:

1. General Loan and Collateral Agreement dated August 9, 1950.
2. Letter dated August 9, 1950 authorizing the Bank of St. Louis to purchase for the account of Lindenwood Female College \$100,000.00 par value Missouri Pacific $4\frac{1}{2}$ "B" 75 yr. W.I. @ 66 - \$66,000.00 on a when, as, and if issued basis and further agreeing to pay the Bank of St. Louis for its services $\frac{2}{3}$ of 1% per annum of the par value of the securities payable monthly. Said fee to be not less in any event than $\frac{2}{3}$ of 1% of the par value of the securities.
3. Letter dated November 8, 1950 authorizing the Bank of St. Louis to purchase for the account of Lindenwood Female College 500 shares of Missouri Pacific 5% Preferred "A" W.I. @ 60- $\frac{3}{4}$ plus $\frac{1}{4}$ commission on a

when, as, and if issued basis and further agreeing to pay the Bank of St. Louis for its services $\frac{2}{3}$ of 1% per annum of the par value of the securities payable monthly. Said fee to be not less in any event than $\frac{2}{3}$ of 1% of the par value of the securities.

4. Letter dated November 8, 1950 authorizing the Bank of St. Louis to purchase for the account of Lindenwood Female College 500 shares of Missouri Pacific 5% Preferred "A" W.I. @ 61 on a when, as, and if issued basis and further agreeing to pay the Bank of St. Louis for its services $\frac{2}{3}$ of 1% per annum of the par value of the securities payable monthly. Said fee to be not less in any event than $\frac{2}{3}$ of 1% of the par value of the securities.

5. Letter dated May 18, 1951 authorizing the Bank of St. Louis to purchase for the account of Lindenwood Female College 500 shares of Missouri Pacific "A" Common W.I. @ $38\frac{1}{4}$ plus $\frac{1}{4}$ commission on a when, as, and if issued basis and further agreeing to pay the Bank of St. Louis for its services 1% per annum of the purchase price (\$19,250.00). Said fee to be not less in any event than 1% of the purchase price (\$19,250.00) of the securities.

6. Letter dated May 18, 1951 authorizing the Bank of St. Louis to purchase for the account of Lindenwood Female College 500 shares of Missouri Pacific "A" Common W.I. @ $38\frac{1}{2}$ plus 2925¢ commission per share on a when, as, and if issued basis and further agreeing to pay the Bank of St. Louis for its services 1% per annum of the purchase price (\$19,396.25). Said fee to be not less in any event than 1% of the purchase price (\$19,396.25) of the securities.

FURTHER RESOLVED that any two officers of this Corporation be and they are hereby authorized and empowered to negotiate any future loans and When Issued Contracts on behalf of this Corporation and to execute on behalf of this Corporation any notes or contracts evidencing any such loans or When Issued contracts.

Reporting for the Building and Grounds Committee, Mr. Goodall stated that a power mower, with a snow plow attachment, had been purchased from Lawrence J. Meisel Co., which purchase was made within the budget allowance of \$1,000.00.

On the suggestion and recommendation of Dr. McCluer, and on motion duly made and seconded, it was unanimously voted to move Frank, Dr. Roemer's old Chauffeur, out of the frame house he has been occupying into one of the Quanset Huts and rent the house vacated by Frank.

Dr. McCluer called attention to the fact that in June 1952 the One Hundred Twenty-Fifth Commencement Exercises would be held at the College and he recommended that Honorary Degrees of Doctor of Law be bestowed upon Dr. James W. Clarke and Mr. Howard I. Young. On motion duly made and seconded, the recommendation of Dr. McCluer was unanimously approved.

Dr. McCluer reported that Mr. Harry P. Ordelleide, who has been with the College as Superintendent of the grounds and buildings for a long time, had become practically incapacitated for work probably ought to be retired. He raised the question with the Board as to whether or not

he should be replaced by a Superintendent or by a Foreman. After some discussion, it was decided to refer the matter to Dr. McCluer and the Building and Grounds Committee with power to decide and handle it as they think it should be handled.

Dr. McCluer reported that the Synod of Missouri had approved the request of Lindenwood for the privilege of conducting a campaign for \$500,000.00 for the building of a new Chapel. He introduced Mr. H.F. Reinhardt of the firm of Ward, Wells, Dreshman & Reinhardt, whose address is Rockefeller Center, Fifty-First Floor R.C.A. Building, New York City, New York. Mr. Reinhardt, representing his firm, spoke for a period of ten minutes, during which he outlined the facilities of his organization and said, in his opinion, Lindenwood could conduct a successful campaign for raising \$500,000.00 for a new Chapel. He said that such a campaign would require the services of a Director and two associates at a total cost of between \$35,000.00 and \$40,000.00. This item would include the commission paid to his firm plus the living expenses of their representatives, plus printing costs, postage, stationery, etc.

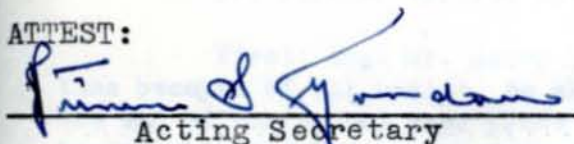
After answering various questions put to him by members of the Board, Mr. Reinhardt retired and, after an open discussion of the whole matter, a motion was made by Mr. Dearmont, seconded by Mr. Blumeyer, that the question be held over until another meeting of the Board of Directors could be held, when all the members could be present. This motion was unanimously adopted.

There being no further business, on motion duly made and seconded, the Board adjourned subject to call under the By-Laws.



President

ATTEST:



Acting Secretary

Arthur S. Goodall

LINDENWOOD FEMALE COLLEGE

MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS

St. Louis, Missouri
January 31, 1952

Pursuant to the call and notice duly given to each member of the Board, in accordance with the By-Laws, a special meeting of the Board of Directors of Lindenwood Female College was held in the Pine Room, Missouri Athletic Club, St. Louis, Missouri, this 31st day of January, 1952.

Prayer was offered by Dr. Harry T. Scherer prior to lunch and the meeting was called to order at 1:10 p.m. by Dr. James W. Clarke.

The following directors, being a quorum, were present:

Mr. Arthur A. Blumeyer
Dr. James W. Clarke
Mr. Thomas H. Cobbs
Mr. Russell L. Dearmont
Mr. John T. Garrett

Mr. Arthur S. Goodall
Mr. Walter W. Head
Mr. Philip J. Hickey
Dr. Harry T. Scherer
Mrs. Arthur Strockstrom
Mrs. Leo J. Vogt

Dr. Franc L. McCluer, President of the College, was also present.

In the absence of Mr. William H. Armstrong, Secretary, Mr. Goodall served as Secretary.

The minutes of the previous meeting held at the Statler Hotel on December 21st, 1951 were not read nor referred to.

Dr. McCluer offered the following recommendations:

First; that Mr. Harry P. Ordelheide, who is retiring at this time because of ill health, be allowed to remain on the pay roll until the end of the school year (June 15th) so that he will automatically become eligible for social security payments at that time. Motion was made by Mr. Hickey and seconded by Mr. Cobbs that this recommendation be accepted. Motion carried. Dr. McCluer raised the question of a gratuity for Mr. Ordelheide to assist in his living expenses, however, no action was taken along this line.

Second; that Mr. Charles Bushnell of O'Fallon, Missouri be employed in Mr. Ordelheide's place at this time, and that he be paid the same salary, i.e., \$3000.00 per year as now paid to Mr. Ordelheide, plus \$30.00 per month traveling expenses to cover the cost of driving between O'Fallon and St. Charles each day until such time as the Ordelheide house is available for occupancy. Motion was made by Mr. Dearmont and seconded by Mr. Hickey that this appointment be made immediately, if said appointment met with the approval of the Building and Grounds Committee. Motion passed.

(Dr. McCluer reported that he had received an application from a negro girl for admission to Lindenwood, who had been attending Lincoln University. He further reported that this student was a married woman, a Catholic and it would be necessary for her to go to and from St. Charles every day to live with her husband in St. Louis. Her scholastic record at Lincoln University was not impressive. By mutual consent it was decided not to make any record of this report by Dr. McCluer.)

Dr. McCluer reported that he had been talking to some of the St. Charles girls who are day students at the College and one girl stated that her two brothers would like to attend Lindenwood College this Fall, and she thought other men from St. Charles would be interested in enrolling at Lindenwood solely as day students. During the discussion which followed, several members of the Board expressed their approval of enrolling men as day students, while other members were not in favor of this action. Dr. Clarke appointed the following as a Committee to consider this matter further and make a report at a later meeting,--said Committee to consist of Mr. Dearmont and Mrs. Stockstrom as Co-Chairmen, with Messrs Hickey, Cobbs and McCluer as members.

Dr. McCluer reported on the united movement of the church related colleges in Missouri to secure gifts from corporations. He stated that this group of colleges were now in the process of becoming incorporated, and that he had been elected to serve as the first President. He further explained that each College in the incorporated group can act independently in the solicitation of funds for its own use and purpose from such corporations where they feel they have special contacts. This being the case, Dr. McCluer stated he would like to enlist the aid of the business men of our Board to assist him in gaining admission to such corporations with which we had influence.

With reference to the campaign for \$500,000.00 for building a new chapel, Dr. McCluer raised the following three questions:

1. Is the Board in favor of this campaign which has already been approved by the Synod of Missouri.
2. If so, when do we begin the campaign, ie., the active solicitation of funds.
3. Should we carry on the solicitation of such funds solely ourselves, or enlist the services of a professional fund raising organization such as the firm of Ward, Wells, Dreshman & Reinhardt, whose representative was present at the last meeting held on December 21st.

After discussion, it was moved by Mr. Dearmont and seconded by Mr. Blumeyer that we reaffirm our desire to have a new chapel. Motion carried. After further discussion it was moved by Mr. Hickey and seconded by Mr. Dearmont that Dr. Clarke appoint a special Committee to study the question of a chapel campaign, in all of its various ramifications, such as timing, ways and means of raising funds, etc., Motion carried. Dr. Clarke stated that he would want to confer with Dr. McCluer further on this matter before appointing this special committee.

There being no further business, on motion duly made and seconded, the Board adjourned at 1:50 p.m. subject to call under the By-Laws.

James W. Clark

President

ATTEST:

Francis J. Johnson

Acting Secretary

Others present were Frank L. Walker, President of the College, and Robert C. Nelson, Business Manager of the College.

The proposed budget for the fiscal year beginning June 15, 1952 and ending June 15, 1953 was discussed. Motion was duly made, seconded, and carried to approve the budget and recommend same to the Board of Directors for its adoption.

Mr. Nelson reported on the status of the advances paid in cash to date. He also informed the committee of the forthcoming accrued interest payments on Missouri Pacific and International Great Northern Railroad bonds held by the College.

The committee asked the President of the College to look into the possibility of saving the loss on the coupon required.

The meeting adjourned at 2:30 P.M.

Respectfully submitted,

Robert C. Nelson

Acting Secretary

MINUTES OF MEETING OF
FINANCE COMMITTEE OF BOARD OF DIRECTORS OF
LINDENWOOD COLLEGE
May 9, 1952
12:30 P.M.

The meeting was called to order by the Chairman, Mr. Arthur A. Blumeyer. Other members of the Committee present were:

Mr. Thomas H. Cobbs
Mr. Walter W. Head
Mr. John T. Garrett

Others present were Franc L. McCluer, President of the College, and Robert C. Colson, Business Manager of the College.

The proposed budget for the fiscal year beginning June 16, 1952 and ending June 15, 1953 was discussed. Motion was duly made, seconded, and carried to approve the budget and recommend same to the Board of Directors for its adoption.

Mr. Cobbs reported on the status of the endowment fund income to date. He also informed the committee of the forthcoming accrued interest payments on Missouri Pacific and International Great Northern Railroad bonds held by the College.

The committee asked the President of the College to look into the possibility of having the lake on the campus repaired.

The meeting adjourned at 2:30 P.M.

Respectfully submitted,

Robert C. Colson
Acting Secretary

BUDGET OF LINDENWOOD FEMALE COLLEGE
1952-1953

ESTIMATED INCOME - LINDENWOOD FEMALE COLLEGE

Dividends and Interest (estimate)	\$190,000.00
Rents (Gamble Street Apt. and Quonsets)	3,500.00
Farm Income	<u>1,000.00</u>

Total estimated income - Lindenwood Female College	<u>\$194,500.00</u>
--	---------------------

BUDGET OF LINDENWOOD FEMALE COLLEGE (CONT.)
1952-1953

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE

Fine Arts Building (repair, maintenance and operation)	\$2,000.00
Roemer Hall (repair, maintenance and operation)	6,500.00
Library Books (new)	2,000.00
Educational Equipment (new and replacement)	1,615.00

Art Department	\$90.00
Biological Science Department	100.00
Chemistry Department	100.00
Home Economics Department	75.00
Speech Department	5.00
Music Department	100.00
Psychology Department	10.00
Mathematics Department	35.00
Secretarial Science Department	300.00
Office and Classroom Furnishings	400.00
Physical Education Department	300.00
Radio - KCLC	100.00

Total Educational Equipment \$1,615.00

Fiscal Agent's Compensation	3,750.00
Audit (one-half of cost)	750.00
George B. Cummings (honorarium)	1,500.00
Reimer Apartment (repair and maintenance)	1,000.00
Cora Waye (salary)	600.00
Insurance (Building)	3,200.00

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE (CONT.)

Buildings (Repair and Maintenance)

\$20,400.00

Ayres Hall	\$5,000.00
Boiler House	1,200.00
Butler Hall	1,000.00
Cobbs Hall	1,500.00
Eastlick Hall	550.00
Gables	250.00
Greenhouse	500.00
Hardware and Electric Supplies	500.00
Health Center	250.00
Home Management House	100.00
Irwin Hall	1,500.00
Library	250.00
Lodge	350.00
Niccolls Hall	2,500.00
President's Residence	500.00
Quonset Huts	100.00
Riding Stable	50.00
Sculpture House	100.00
Sibley Hall	2,500.00
Sprinkler System	100.00
Telephone and Program Clock Systems	150.00
Tunnels	100.00
Watson Lodge	100.00
Farm Buildings	100.00
Pump House	50.00
Garage and Storeroom	100.00
Water Tower	1,000.00
Total - Buildings	<u>\$20,400.00</u>

BUDGET OF LINDENWOOD FEMALE COLLEGE (CONT.)
1952-1953

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE (CONT.)

Campus and Roadways

\$1,750.00

Athletic Field	\$50.00	
Campus and Paddock	500.00	
Golf Course	200.00	
Roadways	100.00	
Sidewalks	300.00	
Tennis Courts	100.00	
Tree work	500.00	
Total - Campus and Roadways	<u>\$1,750.00</u>	

Equipment (not educational - new and replacement)

4,350.00

Ayres Hall	\$500.00	
Butler Hall	1,000.00	
Cobbs Hall	100.00	
Irwin Hall	100.00	
Niccolls Hall	500.00	
Sibley Hall	100.00	
Dining Room	500.00	
Kitchen	500.00	
Health Center	100.00	
Roemer Hall	200.00	
Library and Club Room	100.00	
Tea Room	50.00	
Campus Equipment	200.00	
Boiler Room	100.00	
President's Residence	300.00	
Total - Equipment	<u>\$4,350.00</u>	

Watchmen's Supplies and Uniforms

150.00

Labor - Supervisor of Plant Operation, Building and
 Maintenance (except Roemer, Fine Arts Building and
 Library), Watchmen

24,000.00

Total estimated disbursements-Lindenwood Female College \$73,565.00

BUDGET OF LINDENWOOD COLLEGE

1952-1953

ESTIMATED INCOME - LINDENWOOD COLLEGE

Resident Students	\$462,000.00
Non-Resident Students	8,000.00
Halls, Extra Charges - Irwin Hall, Cobbs Hall and Single Rooms	12,000.00
Lecture Fund	3,750.00
Book Store and Student Tea Room	3,000.00
Faculty and Day Students Eating in Dining Room	3,200.00
Special Students	2,200.00
Contributions from Alumnae and Friends	13,000.00
Board of Christian Education	7,000.00
Rents (Gables and Eastlick Hall)	1,200.00
Miscellaneous Income - Conferences, etc.	<u>1,000.00</u>

Total estimated income - Lindenwood College

\$516,350.00

1952-1953
ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE

Dining Room Operation		\$115,250.00
Dairy Products	\$15,000.00	
Groceries	35,000.00	
Meat	25,000.00	
Dietitians' Salaries	5,100.00	
Clerical Help	1,000.00	
Kitchen and Dining Room Help	30,000.00	
Kitchen and Dining Room Expense	4,900.00	
Office Expense	150.00	
Total - Dining Room Operation	<u>115,250.00</u>	

Faculty Salaries		166,530.00
Administration Salaries		65,326.00
Pensions (or Special Payments)		5,400.00
Alice A. Linnemann	\$ 900.00	
H. M. Gage	3,000.00	
Alice E. Gipson	900.00	
Ethel B. Cook	600.00	
Total - Pensions	<u>\$5,400.00</u>	

Retirement		7,000.00
Group Insurance		1,200.00
Social Security Taxes		5,500.00
General Expense		13,150.00
Automobiles and Trucks	\$ 1,800.00	
Miscellaneous Expense (flowers for funerals and Roemer graves)	1,200.00	
Travel, President,	1,200.00	
Travel - General	500.00	
Insurance (safe and burglary)	400.00	
Post Office - maintenance and salaries	1,200.00	
Special Entertaining	500.00	
Window Washing	1,500.00	
Laundry Expense	2,000.00	
Piano Tuning and Maintenance	2,250.00	
Housekeeping - President's Residence	600.00	
Total - General Expense	<u>\$13,150.00</u>	

BUDGET OF LINDENWOOD COLLEGE (Cont.)
1952-1953

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE (Cont.)

Plant Operation		\$ 5,000.00
Furniture and Furnishings repair (cleaning rugs, drapes, etc.)	\$2,000.00	
Janitor and Household Supplies, Cleaning Materials, Toilet Supplies, Maids' and Men's Uniforms and Household Linens	<u>3,000.00</u>	
Total - Plant Operation	<u>\$5,000.00</u>	
 Health Center		 9,200.00
Physician	\$2,400.00	
Nurses	4,200.00	
Housemaids	1,600.00	
General Expenses, Supplies and Drugs	1,000.00	
Total - Health Center	<u>\$9,200.00</u>	
 Heat, Power, Water and Gas		 24,875.00
Fuel - Coal and Oil	\$13,000.00	
Electric Current	7,500.00	
Electric Transformer Rental	475.00	
Water	2,900.00	
Gas	500.00	
Electric Lamp Renewals	500.00	
Total - Heat, Power, etc.	<u>\$24,875.00</u>	

Student assistants (does not include those working in the library)

8,000.00

BUDGET OF LINDENWOOD COLLEGE (Cont.)
1952-1953

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE (Cont.)

Instructional Expense

General Expense	\$ 400.00
Art Department	490.00
Biological Science Department	1,150.00
Philosophy and Religion Department	100.00
Chemistry Department	250.00
Choir (including tour)	1,000.00
Classics Department	20.00
Secretarial Science Department	350.00
Speech Department	700.00
Economics Department	50.00
Sociology Department	50.00
Education Department	100.00
English Department (including Griffin)	540.00
History and Government Department	50.00
Home Economics Department	1,635.00
Journalism Department	1,063.00
Lectures and Concerts	3,750.00
Music Department	500.00
Orchestra	100.00
Physical Education Department	2,050.00
Organ	300.00
Physics Department	50.00
Mathematics Department	30.00
Modern Languages Department	100.00
Membership Dues	400.00
Psychology Department	35.00
Student Guidance and Placement	1,200.00
Radio - KCLC	400.00
Travel Expense - Faculty	1,000.00
Travel Expense - Applicants	500.00
Faculty Summer Scholarships	200.00

Total - Instructional Expense

\$18,563.00

\$18,563.00

Student Assistants (does not include those working in the Library)

8,000.00

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE (Cont.)

Labor

\$18,000.00

Firemen, Janitor (education) Housemaids (education)
Housemaids (residence and other buildings) (not
Library, Roemer Hall and Fine Arts Building)

Library

10,025.00

Expense	\$ 200.00
Magazines	700.00
Newspapers	150.00
Binding and Repair	325.00
Salaries	6,250.00
Housemaids and Janitor	800.00
Janitor Supplies	100.00
Student Assistants	1,500.00
Total - Library	<u>\$10,025.00</u>

Office Expense

10,850.00

President's Office	\$ 1,000.00
Business Office	1,750.00
Admissions Office	3,000.00
Dean and Registrar's Office	1,000.00
Director, Public Relations and Alumnae Secretary	1,000.00
Supervisor Plant Operation	100.00
General (Telephone and Telegraph)	3,000.00
Total - Office Expense	<u>\$10,850.00</u>

Promotion

52,450.00

Admissions Counselors (salaries and travel expense)	\$50,000.00
" " (Supplies)	250.00
Counseling Agencies and others	1,000.00
Advertising - General	400.00
" - Magazines and Newspapers	800.00
Total - Promotion	<u>\$52,450.00</u>

BUDGET OF LINDENWOOD COLLEGE (Cont.)

1952-1953ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE (Cont.)

Publications

Bulletins

\$3,000.00

Catalogs and View Books

4,950.00

Student Hand Book

300.00

Postage

400.00Total -Publications \$8,650.00

\$ 8,650.00

Scholarships

50,000.00

Total Estimated Disbursements

\$594,969.00

LINDENWOOD FEMALE COLLEGE

MINUTES OF THE ANNUAL SPRING MEETING OF
THE BOARD OF DIRECTORS

St. Louis, Missouri

May 13, 1952

Pursuant to call and notice duly given to each member of the Board, in accordance with the by-laws, the annual spring meeting of the Board of Directors of Lindenwood Female College was held in the Pine Room, Missouri Athletic Club, St. Louis, Missouri this 13th day of May 1952.

Prayer was offered by Dr. Harry T. Scherer prior to lunch and the meeting was called to order at 1:12 P.M. by Dr. James W. Clarke.

The following directors, being a quorum, were present:

Mr. William H. Armstrong	Mr. Arthur S. Goodall
Mr. Arthur A. Blumeyer	Mr. Walter W. Head
Dr. James W. Clarke	Mr. Philip J. Hickey
Mr. Thomas H. Cobbs	Mr. R. Wesley Mellow
Mr. Russell L. Dearmont	Dr. Harry T. Scherer
Mr. John T. Garrett	Mrs. Arthur Stockstrom
	Dr. Elmer B. Whitcomb

Dr. Franc L. McCluer, President of the College, was also present.

In the absence of Mr. William H. Armstrong, Secretary, who asked to be excused at the opening of the meeting, Mr. Goodall served as Secretary.

The minutes of the previous meeting held in the Pine Room, Missouri Athletic Club on January 31st, 1952 were not read nor referred to.

Dr. James W. Clarke, President of the Board stated that he had recently visited Lindenwood and found the college operating satisfactorily in all departments. He raised the question of increasing the membership of the Board so as to be in position to include representative men from other States from which we regularly draw students. Mr. Cobbs called attention to the fact that in order to increase the membership of the Board, this matter would have to be brought before the State Legislature rather than obtaining a Court Order, and he felt it would not be advisable to have the Legislature review our charter because of the favorable tax position we enjoy. Mr. Cobbs went on to state that we might achieve the same results by obtaining the Synod's approval to appoint an advisory committee, said committee to meet jointly with the Board of Directors and having power to vote on all questions except the matter of sale and transfer of property. After discussion, it was moved by Dr. Scherer and seconded by Mr. Dearmont that a committee be appointed by Dr. Clarke to study this matter and to make a request of Synod that permission be granted by them for the appointment of an advisory committee. Motion passed.

Dr. McCluer then commented on certain phases of his annual report, copies of which had previously been mailed to members of the Board. In this

report he offered certain recommendations which were moved and passed as follows.

It was moved by Mr. Blumeyer and seconded by Mr. Mellow that the salaries of all faculty members be increased by 5%.

It was moved by Mr. Dearmont and seconded by Mr. Blumeyer that certain other salary increases including members of the administrative staff, be left to the judgment and discretion of the President McCluer.

It was moved by Mr. Dearmont and seconded by Mr. Blumeyer that Mr. Harry P. Ordelleide be given a severance pay or award of \$25.00 per month, beginning with the end of the school year, ie., June 15th, 1952, at which time his retirement becomes effective.

It was moved by Dr. Scherer and seconded by Dr. Whitcomb that President McCluer be authorized to appoint a new house mother and that the person so selected would not only serve as a house mother, but also as a hostess to head the social activities on the campus for the girls. It was recognized that such a position might require or demand a higher base pay than paid regularly to one who serves as a house mother only.

Mr. Blumeyer, for the Finance Committee, reviewed the proposed budget for 1952-53, copies of which budget had previously been placed in the hands of the members. He called attention to the fact that the total estimated income - Lindenwood College, for the 1952-53 period exceeded the total estimated income for 1951-52 by approximately \$63,000.00, and that the total estimated disbursements, - Lindenwood College, for the 1952-53 period exceeded the total estimated disbursements for 1951-52 by approximately \$40,000.00. The increase for the 1952-53 income was explained by the fact that we expect to have an increase in number of resident students this coming year, over the number of students enrolled this past year, while the greatest increase in the disbursements was caused by the increase in Dining Room costs. Mr. Blumeyer moved the approval of the budget, which motion was seconded by Mr. Dearmont. Motion passed.

Mr. Blumeyer called attention of the Board to the Lake on the campus which was built, but which did not hold water. This question was referred to the Buildings and Grounds Committee by President Clarke for further study and with instructions that a recommendation be brought into the next meeting.

The Board was then advised by Dr. McCluer that the amount of funds awarded for scholarships for the 1952-53 period had reached the \$50,000.00 mark. It was decided that no additional scholarships be awarded beyond this amount. In this connection, it was requested that a comparative statement showing total receipts and expenditures of the College for the past five years be prepared and made available to the Board at the next meeting.

Mr. Hickey reported for the special committee which had been appointed to study the matter of an opportune time for the launching of a campaign for funds for a new chapel at Lindenwood College. This report included the following agreements and recommendations:

- a. A request should be made of the Synod for permission to extend the time of the campaign through another year.
- b. That the campaign, if possible, be held beginning this fall.

- c. That if at all possible the President of Lindenwood College direct the campaign being given some executive assistance from someone who could handle the mass of detail that comes up in such an activity.
- d. That a meeting be held soon in your study in which a number of representative ministers are present in order to be sure that the time and other conditions meet with their approval. (Dr Clarke's)
- e. That you permit the committee to remain so constituted until after the meeting is held in your study so that we can make final recommendations to the Board on a result of it."

Mr. Hickey moved that the report be accepted, Mr. Mellow seconded the motion. Motion passed.

There being no further business, on motion duly made and seconded, the Board adjourned at 2:30 P.M. subject to call under the by-laws.

James W. Clark

 President

ATTEST:

Arthur S. Goodall

 Acting Secretary

5/21/52

On National Christian College Day 3/14 Lindenwood students participated in the worship services in 16 churches in the St. Louis area. The students sang solos, read the Scriptures, made short talks on the Christian college or offered prayers. We believe it was a good experience for the various congregations and we know it was a very fine experience for the young women who participated.

REPORT
of the
PRESIDENT OF THE COLLEGE
to the
BOARD OF DIRECTORS
of
LINDENWOOD COLLEGE

May 13, 1952

I am happy to submit this report on the work at Lindenwood College this year.

STUDENT ACHIEVEMENT

The success of the work in the classroom compares favorably with that which was enjoyed at the college last year. Of the 312 students enrolled at the college the first semester 90 were on the Dean's Honor Roll and only 8 were placed on probation at the end of the first semester. This is the smallest number we have had on probation at the end of the first semester.

Student achievement in extra-curricular activities has been significant. Lindenwood students took a leading and influential part in the student political conventions held at the college in March. Lindenwood was host to 40 colleges and universities and participated in these two conventions. The platforms which were adopted by the conventions were adopted after much study and considerable debate and are worthy political statements.

On National Christian College Day 37 Lindenwood students participated in the worship services in 16 churches in the St. Louis area. The students sang solos, read the Scripture, made short talks on the Christian college or offered prayers. We believe it was a good experience for the various congregations and we know it was a very fine experience for the young women who participated.

Again this year the Dramatics Department produced four plays, two of which attracted good crowds from St. Louis. We appreciated the presence of the members of the Board and other invited guests to see "The Lady's Not for Burning." There were 106 guests from St. Louis including counselors for young women from the various high schools in the area.

The students from other countries who have been on full scholarship grants, as well as the few who have come at their own expense, have made important contributions to the life of the student community and have made more than 50 appearances before various clubs in St. Louis and eastern Missouri. Some of these students come under the auspices of the Presbyterian Board of Foreign Missions, or the Institute of International Education. Others come under the sponsorship of the American Military Government. We believe this is a good program in international relations. It involves thousands of students and while in our budget it is expensive, the actual cost to us is small. While we are of help to these students, they are also of considerable help to our student body. The Editor of The Saturday Review recently said that in learning about the differences between people he had been miseducated because he had secured only a bird's eye view of the world and that his education failed to teach him "that the principal significance of such differences was that they were largely without significance". The presence of these students in our community protects us from this type of miseducation.

We have just been informed that because of the fine work we have done with foreign students, the United States Government under the Smith-Mundt Program is sending us an unusually well prepared under-graduate student from France, the Government paying the full cost and providing her with personal spending money. This is the first year this has been done on the under-graduate level and we are one of 15 schools to participate in this program

Social life, including formal dances and casual dates on week-ends, has been happy but according to many of the students somewhat inadequate. The lack of dates continues to be almost the only reason for the transfer of Freshmen and the chief reason for the transfer of Sophomores according to the testimony of students.

The spirit of the student community is good and its sense of values gives us encouragement. This is indicated in the rating given by a sample of the Lindenwood students in various activities as compared with the rating given to these activities by university students and alumni of universities as revealed in a recent survey. The ratings are as follows:

	<u>University Students</u>	<u>University Alumni</u>	<u>Lindenwood Students</u>
Athletics	1	1	5
Publications	2	3	4
Fraternities and Sororities	3	2	-
Social Activities	4	4	3
Student Government	5	5	1
Religious Activities	6	6	2

FACULTY

Members of the faculty have been doing competent and in some instances inspiring work in the classroom. Faculty morale is good although I am sure there is some uneasiness about the rising cost of living.

The faculty meets twice during the month, one meeting being devoted to professional matters and the other to business details. This year the professional meetings have been taken up largely with presentation by department heads of the purposes of the department and the relationship of its work to the total purpose of the college.

Through special committees the faculty is participating in two studies being carried on simultaneously in a number of colleges throughout the country:

1. What constitutes a Christian college.
2. In what ways can we best serve foreign students in American colleges.

We have been exceedingly happy in having as an exchange teacher this year Miss Marjorie Hiller, of Bishop Otter College, in England. Dr. Agnes Sibley, of our English Department, is taking her place for the year at Bishop Otter College. Miss Hiller has been a charming and inspiring teacher and has left the campus to make an impact on the community about us through church and community organizations.

Dr. Alice Parker, of the English Department, Dr. Homer Clevenger, of the History and Government Department, Dr. John B. Moore, of the Economics Department, and Dr. C. E. Conover, of the Philosophy and Religion Department, have made a number of addresses before various groups in the Mississippi Valley area. Dean Eunice Roberts addressed the Association of American Deans, the faculty of the University of Illinois, and of the University of Indiana on the subject of "The Education of Women". The President of the college served as Chairman of the division of the National Education Association discussing the responsibility of the teacher for cultivation of moral and spiritual values on the part of students. The President has recently been elected a member of the Commission on Higher Education of the North Central Association of Colleges and Universities for a three year term.

PUBLIC RELATIONS

Mrs. Mary Bryant, who was appointed last year as Director of Public Relations and Alumnae Secretary, has been successful in organizing a considerable number of new alumnae clubs and in increasing enthusiasm among these clubs and

in securing a great increase in the number of news stories about life at the college both in newspapers and in several periodicals.

Good relations have been maintained with our patrons throughout the year. More than 200 of them were present for our May Day activities and were our guests at dinner after a special worship service in Roemer Auditorium on May 4.

ENROLLMENT

There was a decrease of 11.8% in enrollment in colleges and universities throughout the country this year and an increase of 3% at Lindenwood College. At a meeting of the National Education Association this spring it was estimated by those who had studied enrollment trends that there would be a reduction in enrollment of 8%-9% in the fall of 1952 and there would be an additional reduction of 5% in the fall of 1953.

Many institutions are seeking to off-set this reduction by a carefully planned program of vocational guidance and placement for young women in the hope that they may attract an increased number of them as students. For us it seems that an intensification of our propaganda in emphasizing the advantages of a separate college for women and an intensification of our effort to secure new students may be indicated.

Under these circumstances it is clear that Mr. McLuray has been doing good work as Director of Admissions at Lindenwood. In the face of an expected decrease in enrollment next year he has an over-all increase of 22% over this date last year. The increase is made up of an increase of 10% in old students who are returning and of an increase of 40% in the number of new students enrolled at this date last year.

BUDGETARY PROBLEMS

The last financial report indicates that expenditures for the year may be over the budget allowance in dining room operation, in office expense, in scholarships, and in labor. These possible overages have been called to the attention of the Board at the winter meeting. It appears now that if we continue to provide meals for the students of the character that we have supplied for the year our dining room operation will cost about \$12,500 more than we had estimated. This is due to an increase in some food prices during the year and to an increased cost of labor. The office expense is over because of the great increase in correspondence in the Admissions Office and because of some increase in our budget for telephone and telegraph expenses. The office expense will be reduced some by inventories at the end of the year. The overage in scholarship allowance was explained at the winter meeting of the Board. Some scholarships are automatic in accordance with announcement in the catalog that a girl in the upper 10% of her class who is recommended for a scholarship by her principal may receive \$200, and daughters of teachers, Army or Navy men, or ministers may likewise receive such grants. The increase in labor cost was approved by the Board in providing increases in wages of service employees.

There will be an expenditure for group insurance as authorized by the Board although no amount was set up in the budget for this purpose. As of April 15 this expenditure amounted to \$1,117.

Other expenditures not included in the original budget but authorized by Board action and which will be included in the April 15 summary which you have received are:

Salary of Director of Public Relations	\$3,065.57
Master Time and Program Control	474.00
Cobbs Hall - Bathrooms	636.37
Power Mower and Snowplow Attachment	1,050.00

There will also be an expenditure beyond the budget for commission to fiscal agent under the new contract authorized by the Board, and the interest charge for money borrowed from the Bank of St. Louis of \$2,901.83 as of April 15.

There will be some items, I hope many, where we will be a little under the budget.

The proposed budget for next year has been prepared carefully by the administrative officers of the college. Operating income has been estimated on the assumption that we shall have 350 boarding students and 25 day students. We already have enrolled 290 boarding students. On the basis of previous experience and the rate at which applications have been coming in the last 6 weeks, we shall reach this goal and go somewhat beyond it.

It should be pointed out, however, that including in our scholarship grants the grants for foreign students and the fellowships for seniors we have already approved grants which will exhaust our budget for this purpose.

The proposed budget which has been submitted to the Finance Committee is attached together with an indication of the corresponding budget figures for the current year. The total amount allowed for departmental instructional expense is but \$18,563. This indicates the care with which we have reduced the expenditures to a minimum. The wisdom of expanding our expenditures for solicitation of new students in these times of decreased enrollments is evidenced by the substantial increase in the enrollment for next year. The item for promotion costs, however, is \$52,450 which is less than 10% of the total operating budget whereas in 1940-41 this item called for 27%. The only change in the set up of the proposed budget from that used last year is that the cost of labor is brought into one item in each of these budgets.

SURVEY OF PRESBYTERIAN COLLEGES

The final report of the Survey Committee employed by the Presbyterian Board of Christian Education was submitted to the Board in April. Copy of this report has been given to the President of the Board and I am hoping to have additional copies sent to the Board of Directors. The concluding paragraphs with regard to support and survival of these colleges are quoted below:

"Some of the 43 colleges related to the Presbyterian Church are facing crucial problems of survival. In some instances the crisis is due to ineffective management and poor use of resources. In many instances there has been no vigorous recruiting for students and no effective interpretation to the community or the Synod. But there are other cases where the difficulties are inherent in the situation. Some colleges are poorly located with reference to any Presbyterian constituency. Some are situated in the shadow of strong tax-supported institutions. Some were established in an area where there is an over supply of colleges of all types.

"Eventually the Survey Committee will give the Board of Christian Education an estimate of what is required by way of financial support and educational leadership to enable each of these colleges to be maintained at a level of academic worth and economic stability. There will be some instances where the outlook for survival is dim. The total cost of maintaining all of these colleges is likely to seem very great in relation to the amounts now being appropriated by the Board.

"The problem of support is made more difficult by the fact that the next five to eight years are sure to be a period of special financial strain for all private colleges. This is due in part to inflation and in part to the smaller supply of young people of college age. The lower birth rate of the 1930's is now being felt. Not until 1958 or 1960 is there likely to be any noticeable upturn in the population curve as it affects the colleges.

"A high order of statesmanship is called for in developing a strategy of Christian higher education for the next decade. Perhaps the Protestant denominations will learn to pool their resources and will turn to more interdenominational support of colleges in certain regions. Perhaps the Churches will decide to maintain a relationship to fewer colleges in order to support more substantially those on a preferred list. Or perhaps they will decide that all of these church-related colleges are needed to stem the tide of secularism. Whichever alternative may be chosen, there is a note of urgency in the situation. The Presbyterian Church, blessed with rich resources of mind, money and spirit may rise to the occasion and redouble its efforts to sponsor and support a group of Christian colleges superior in quality and staunch in spirit."

On the recommendation of the Committee, the Board of Christian Education appointed an Advisory Committee on Higher Education to work with the Board's Committee on Higher Education in making recommendations to individual colleges. Members of the Survey Committee have accepted appointment to this Advisory Committee and other competent educators have been added to the Committee. Mr. Philip Hickey, Superintendent of Schools in St. Louis and a member of the Lindenwood Board of Directors, has been appointed to this Committee. Our Board of Christian Education also contemplates some institutes based on particular aspects of the report. Lindenwood College has the confidence and unqualified endorsement of the Board of Christian Education.

The Board also took an action recommended by the Presbyterian College Union designed to enable us in cooperation with other Presbyterian colleges to attract a higher percentage of our youth to Presbyterian colleges. The action was to approve an opinion survey to be conducted by the Opinion Survey Institute if funds could be made available by one of the foundations. The Opinion Survey Institute suggested interviews of 1,000 ministers and 1,000 families within the Presbyterian communion and of each of the college presidents in order to define the problem of promotion.

RECOMMENDATIONS

It is recommended that the Board approve in accordance with its previous action the awarding of honorary degrees of Doctor of Laws as recommended by the President of the Board and the President of the college to Miss Dorothy Fosdick and to Dr. Lena Lewis. Miss Fosdick is Assistant to the Secretary of State and is to be commencement speaker. Dr. Lewis is a distinguished chemist who is an alumna of Lindenwood College.

It is recommended that the indicated degrees be conferred on the following students subject to their satisfactory completion of the requirements for these degrees:

Bachelor of Arts Degree

Sharlene Agerter
Laurie Bowmen
Joline Bressie
Joanne Buck
Nancy Darnall
Lois Deisenroth
Elizabeth Elliott
Joy Hellwig Hausman
Bonita Holt
Joan Kirchherr
Kathryn Lewellen
Barbara Luchsinger
Wilma McGuire
Janet Neilson Monnig
Bettegene Nebesnick
Cynthia Ricklin
Nancy Starzl
Eleanor Trefz Evans

Bachelor of Science Degree

Charline Armstrong
Ruth Beutler
Barbara Bond
Barbara Ebeling
Marilyn Fawley
Patsy Fields
Joyce Fleet
Willene Grove
Shirley Price
Joanna Rhodue
Jeane Rice
Lorraine Klockenbrink Rogers

Bachelor of Music Education Degree

Barbara Burcham
Caroline England
Kathleen Hartzog
Virginia Ratcliff
Carol Romann
Beverly Stukenbroeker
Barbara Sutton

The proposed budget for next year includes a 5% increase in the appropriation for faculty salaries. It is recommended that the Board specifically approve this increase in salaries. The cost of living has risen 19% since some of these teachers have had any increase. The median salary at Linderwood in each rank is below the median in the North Central Association which includes all the accredited colleges of the upper Mississippi Valley.

If replacements at present salaries make it possible to use some of this money for increases for other members of the staff other than teaching force, it is recommended that the Board approve increases to be approved by the President of the Board and the President of the College for Mrs. Mary Bryant, who has done outstanding work in public relations; for Miss Mary Lichliter, who has been on the staff for 4 years as Director of Guidance and Placement; for Miss Mary Yonker, secretary to the President; and for Miss Bettie B. Wimberly, Secretary to the Director of Admissions.

It is recommended that the vacancy in the Department of Bible be filled on terms to be approved by the President of the Board and the President of the college.

It is recommended that in seeking a replacement for Miss Anna Mottinger, who is retiring as Head Resident at Irwin, we seek a person who can serve as social director and subject to the approval of the President of the Board, and the Finance Committee, the President of the college be authorized to employ such a person even if it involves increase in salary over what Miss Mottinger receives.

May 13, 1952

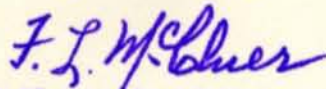
It is recommended that the Board of Directors express appropriate appreciation to the following members of the staff of the college who are retiring this year:

Mr. Harry P. Ordelheide, who has served for more than 30 years as Superintendent of Buildings and Grounds.

Miss Arabelle Foster, who has served as dietitian since 1928.

Miss Anna Mottinger, who has served as Head Resident since 1938.

Respectfully submitted,



F. L. McCluer, President
Lindenwood College

FLM:MY

BUDGET OF LINDENWOOD FEMALE COLLEGE 1951-1952

and

PROPOSED BUDGET OF 1952-1953

ESTIMATED INCOME - LINDENWOOD FEMALE COLLEGE

Dividends and Interest (estimate)
Rents (Gamble Street Apartment and Quonset Huts)
Farm Income

1951-1952
\$180,000.00
5,700.00
500.00
\$186,200.00

1952-1953
\$180,000.00
5,500.00
1,000.00
\$186,500.00

Total Estimated Income

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE

	<u>1951-1952</u>	<u>1952-1953</u>
Fine Arts Building (repair, maintenance and operation)	\$ 1,800.00	\$ 2,000.00
Roemer Hall (repair, maintenance and operation)	6,525.00	6,600.00
Library Books (new)	2,000.00	2,000.00
Educational Equipment (new and replacement)	2,155.00	1,615.00
Art Department	\$ 250.00	\$ 90.00
Biological Science Department	100.00	100.00
Chemistry Department	400.00	100.00
Education Department	80.00	.00
Home Economics Department	50.00	75.00
Mathematics Department	25.00	55.00
Music Department	150.00	100.00
Office and Classroom Furnishings	200.00	400.00
Psychology Department	25.00	10.00
Physical Education Department	575.00	300.00
Physics Department	150.00	.00
Secretarial Science Department	300.00	300.00
Speech Department	100.00	5.00
Radio - KCLC	.00	100.00
Total - Educational Equipment	<u>\$2,155.00</u>	<u>\$1,615.00</u>
Financial Agent's Compensation	1,500.00	3,750.00
Investors' Service	1,500.00	.00
Audit (one-half of cost)	750.00	750.00
George B. Cummings (honorarium)	1,500.00	1,500.00
Reimer Apartment (repair and maintenance)	600.00	1,000.00
Cora Waye (salary)	600.00	600.00
Insurance (buildings)	3,500.00	3,200.00

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE (Cont.)

		<u>1961-1962</u>	<u>1962-1963</u>
		\$21,400.00	\$20,400.00
Buildings (Repair and Maintenance)			
Ayres Hall	\$4,200.00		\$4,000.00
Boiler House	500.00		1,200.00
Butler Hall	5,800.00		1,000.00
Cobbs Hall	1,000.00		1,500.00
Eastlick Hall	750.00		550.00
Filter Plant	50.00		
Cables	50.00		200.00
Greenhouse	200.00		500.00
Hardware and Electric Supplies	500.00		500.00
Health Center	350.00		250.00
Irwin Hall	1,500.00		1,500.00
Library	400.00		250.00
Lodge	500.00		350.00
Nicolls Hall	2,000.00		2,500.00
President's Residence	450.00		500.00
Quonset Huts	200.00		100.00
Riding Stable	100.00		50.00
Sculpture House	50.00		100.00
Sibley Hall	2,200.00		2,500.00
Sprinkler System	100.00		100.00
Telephone System and Program Clock	200.00		150.00
Tunnel	100.00		100.00
Watson Lodge	150.00		100.00
Home Management House	50.00		100.00
Farm Buildings	0.00		100.00
Pump House	.00		50.00
Garage and Store Room	.00		100.00
Water Tower	.00		1,000.00
	<hr/>		<hr/>
Total - Buildings	\$21,400.00		\$20,400.00

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE (Cont.)

		<u>1951-1952</u>	<u>1952-1953</u>
Campus and Roadways		<u>\$8,600.00</u>	<u>\$1,750.00</u>
Athletic Field	\$ 400.00		\$ 50.00
Campus and Paddock	6,800.00		500.00
Golf Course	900.00		200.00
Roadways	50.00		100.00
Sidewalks	50.00		300.00
Tennis Courts	200.00		100.00
Tree Work	<u>500.00</u>		<u>500.00</u>
Total - Campus and Roadways	<u>\$8,600.00</u>		<u>\$1,750.00</u>
Equipment (new and replacement) - not educational		<u>5,700.00</u>	<u>4,350.00</u>
Ayres Hall	\$ 500.00		\$ 500.00
Butler Hall	100.00		1,000.00
Cobbs Hall	100.00		100.00
Dining Room	600.00		500.00
Health Center	75.00		100.00
Irwin Hall	150.00		100.00
Kitchen	1,000.00		100.00
Nicolls Hall	150.00		500.00
Sibley Hall	150.00		500.00
Rosmer Hall	400.00		100.00
President's Residence	400.00		200.00
Library	25.00		300.00
TeaRoom	50.00		100.00
Campus Equipment	.00		50.00
Boiler Room	.00		200.00
Total - Equipment	<u>\$5,700.00</u>		<u>\$4,350.00</u>
Watchmen's Uniforms and Supplies		150.00	150.00
Labor - Supt. or Supervisor of Plant Operation, Buildings and Maintenance (except Rosmer, Fine Arts Building and Library) Watchmen		<u>16,500.00</u>	<u>24,000.00</u>
Total Estimated Disbursements		<u>\$72,750.00</u>	<u>\$73,565.00</u>

BUDGET OF LINDENWOOD COLLEGE

1951-1952

and

PROPOSED BUDGET OF 1952-53

ESTIMATED INCOME - LINDENWOOD COLLEGE

	<u>1951-52</u>	<u>1952-53</u>
Resident Students	\$396,000.00	\$462,000.00
Non-Resident Students	8,000.00	8,000.00
Halls, Extra Charges - Irwin Hall, Cobbs Hall and Single Rooms	11,000.00	12,000.00
Lecture Fund	3,250.00	3,750.00
Book Store and Student Tea Room	3,000.00	3,000.00
Faculty and Day Students Eating in Dining Room	4,500.00	3,200.00
Special Students	2,500.00	2,200.00
Contributions from Alumnae and Friends	12,500.00	13,000.00
Board of Christian Education	8,116.00	7,000.00
Golf Course	100.00	.00
Rents (Gables and Eastlick Hall)	1,200.00	1,200.00
Miscellaneous Income - Conferences, Etc.	3,000.00	1,000.00
	<u> </u>	<u> </u>
Total estimated income - Lindenwood College	\$453,166.00	\$516,350.00

	1951-1952	1952-1953
Dining Room Operation		
Dairy Products	\$14,000.00	\$15,000.00
Groceries	30,000.00	35,000.00
Meat	22,000.00	25,000.00
Dietitians' Salaries	4,555.00	5,100.00
Clerical Help	950.00	1,000.00
Kitchen and Dining Room Help	25,000.00	50,000.00
Kitchen and Dining Room Expense	3,500.00	4,000.00
Office Expense	150.00	150.00
Total - Dining Room Operation	<u>\$99,935.00</u>	<u>\$116,250.00</u>
Faculty Salaries	160,550.00	166,530.00
Administration Salaries	59,070.00	65,326.00
Pensions (or Special Payments)	5,400.00	5,400.00
Alice A. Limmenann	\$ 900.00	\$ 900.00
H. H. Gage	3,000.00	3,000.00
Alice B. Gipson	900.00	900.00
Ethel B. Cook	600.00	600.00
Total - Pensions	<u>\$ 5,400.00</u>	<u>\$ 5,400.00</u>
Retirement	7,000.00	7,000.00
Group Insurance	.00	1,200.00
Social Security Taxes	5,500.00	5,500.00
General Expense	11,780.00	13,150.00
Automobiles and Trucks	\$ 1,700.00	\$ 1,800.00
Miscellaneous Expense (flowers for funerals and Roemer graves)	600.00	1,200.00
Travel, President, taxi hire, guests, etc.	1,200.00	
Travel, President		1,200.00
Travel, General		500.00
Insurance (safe and burglary)	250.00	400.00
Post Office - Maintenance and salaries	1,200.00	1,200.00
Special Entertaining	500.00	500.00
Window Washing	1,200.00	1,500.00
Laundry Expense	2,000.00	2,000.00
Trunk and Baggage Hauling	350.00	00
Piano Tuning and Maintenance	2,200.00	2,250.00
Housekeeping - President's Residence	600.00	600.00
	<u>\$11,780.00</u>	<u>\$13,150.00</u>

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE (Cont.)

		<u>1951-1952</u>		<u>1952-1953</u>
Plant Operation		<u>\$ 4,400.00</u>		<u>\$ 5,000.00</u>
Furniture and Furnishings repair (cleaning rugs, drapes, etc.)	\$ 600.00		\$ 2,000.00	
Janitor and Household Supplies, Cleaning materials, Toilet Supplies, Maids' and Men's Uniforms and Household Linens	3,800.00		3,000.00	
Total - Plant Operation	<u>\$4,400.00</u>		<u>\$ 5,000.00</u>	
Health Center		9,250.00		9,200.00
Physician	\$2,400.00		\$ 2,400.00	
Nurses	4,200.00		4,200.00	
Housemaids	1,650.00		1,600.00	
General Expense, Supplies and Drugs	1,000.00		1,000.00	
Total - Health Center	<u>\$9,250.00</u>		<u>\$ 9,200.00</u>	
Heat, Power, Water and Gas		24,870.00		24,875.00
Fuel - Coal and Oil	13,000.00		13,000.00	
Electric Current	7,800.00		7,800.00	
Electric Transformer Rental	300.00		475.00	
Water	2,900.00		2,900.00	
Gas	600.00		600.00	
Electric Lamp rentals	600.00		600.00	
Total - Heat, Power, etc.	<u>\$24,870.00</u>		<u>\$24,875.00</u>	

STATEMENT OF DISBURSEMENTS - LINDENWOOD COLLEGE (Cont.)

		<u>1951-1952</u>	<u>1952-1953</u>
Instructional Expense		\$18,200.00	\$18,568.00
General Expense	\$ 600.00		\$ 400.00
Art Department	500.00		490.00
Biological Science Department	1,000.00		1,150.00
Philosophy and Religion Department	100.00		100.00
Chemistry Department	300.00		250.00
Choir (including tour)	1,000.00		1,000.00
Classics Department	00		20.00
Secretarial Science Department	350.00		350.00
Speech Department	750.00		700.00
Economics Department	50.00		50.00
Sociology Department	50.00		50.00
Education Department	100.00		100.00
English Department (including Griffin)	600.00		540.00
History and Government Department	50.00		50.00
Home Economics Department	350.00		1,635.00
Journalism Department	1,000.00		1,055.00
Lectures and Concerts	4,250.00		5,750.00
Music Department	500.00		500.00
Orchestra	100.00		100.00
Physical Education Department	2,050.00		2,050.00
Organ	300.00		300.00
Physics Department	25.00		50.00
Mathematics Department	50.00		30.00
Modern Languages Department	50.00		100.00
Membership Dues	500.00		400.00
Psychology Department	75.00		35.00
Student Guidance and Placement	1,000.00		1,200.00
Radio - KCIC	500.00		400.00
Travel Expense - Faculty	600.00		1,000.00
Travel Expense - Applicants	500.00		500.00
Summer Scholarships	400.00		200.00
	<u>\$18,200.00</u>		<u>\$18,568.00</u>
Student Assistants (does not include those working in the Library)		8,000.00	8,000.00

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE (Cont.)

		<u>1951-1952</u>	<u>1952-1953</u>
Labor		\$16,000.00	\$18,000.00
Firemen, Janitor (Education, Housemaids (Education))	\$ 7,800.00		
Housemaids - Residence and other buildings (not Library, Rosner and Fine Arts)	8,500.00		
Total - Labor	<u>\$16,000.00</u>		
		9,975.00	10,025.00
Library			
Expense	125.00	\$ 200.00	
Magazines	750.00	700.00	
Newspapers	150.00	150.00	
Book Binding and Repair and Magazine Binding	300.00	325.00	
Salaries	6,250.00	6,250.00	
Housemaids and Janitor	800.00	800.00	
Janitor Supplies	100.00	100.00	
Student Assistants	1,500.00	1,500.00	
Total - Library	<u>\$ 9,975.00</u>	<u>\$10,250.00</u>	
		7,800.00	10,650.00
OFFICE Expenses			
President's Office	\$ 1,000.00	\$ 1,000.00	
Admissions Office	1,500.00	5,000.00	
Business Office	1,750.00	1,750.00	
Dean and Registrar's Office	1,000.00	1,000.00	
Director, Public Relations and Alumnae Secretary	.00	1,000.00	
Superintendent's Office	100.00	100.00	
Post Office Box Rental, Telephone and Telegraph	2,500.00	3,000.00	
Total - Office Expense	<u>\$ 7,800.00</u>	<u>\$10,850.00</u>	
		53,370.00	52,450.00
Promotion			
Representatives - Salaries and Travel Expense	\$50,000.00	\$50,000.00	
" - Stationery and Supplies	250.00	250.00	
" - American Schools Ass'n and College Advisory Board, etc.	720.00	1,000.00	
Alumnae Secretary and Suppl ^s	300.00	.00	
Advertising - General	800.00	400.00	
" - Magazines and Newspapers	800.00	800.00	
Alumnae Drive for ^{STUDENTS}	500.00	.00	
Total - Promotion	<u>\$53,370.00</u>	<u>\$52,450.00</u>	

ESTIMATED DISBURSEMENTS - LAKELAND COLLEGE (Cont.)

Publications

Bulletins
Catalogs and Yearbook
Student Hand Book
Postage

Total - Publications

\$9,100.00

1951-1952

\$ 9,100.00

\$3,300.00

4,500.00

300.00

400.00

\$9,100.00

1952-1953

\$ 8,650.00

Scholarships

45,000.00

\$555,198.00

Total Estimated Disbursements*

50,000.00

\$594,969.00

518,350

Red #76,619.00

194,000.00

76,619.00

117,391

		<u>INCOME</u>	<u>EXPENSES</u>	<u>GAIN (OR LOSS)</u>
1946-1947	Operating Account	\$452,060.07	\$555,127.27	
	General Account	151,046.55	23,178.67	
	Total	\$603,106.62	\$578,305.94	\$24,800.68
1947-1948	Operating Account	\$582,418.47	\$656,812.71	
	General Account	165,062.26	21,601.23	
	Total	\$747,480.73	\$678,413.94	\$69,066.79
1948-1949	Operating Account	\$623,904.23	\$712,502.55	
	General Account	172,068.24	24,109.51	
	Total	\$795,972.47	\$736,612.06	\$59,360.41
1949-1950	Operating Account	\$495,220.59	\$615,337.37	
	General Account	192,221.82	64,417.31	
	Total	\$687,442.41	\$679,754.68	\$ 7,687.73
1950-1951	Operating Account	\$441,877.18	\$608,087.30	
	General Account	194,170.24	82,088.20	
	Total	\$636,047.42	\$690,175.50	(\$54,128.08)

ESTIMATED INCOME AND EXPENSE

		<u>INCOME</u>	<u>EXPENSE</u>	
1951-1952	Operating Account	\$442,000.00	\$611,000.00	
	General Account	177,000.00	79,000.00	
		\$619,000.00	\$690,000.00	(\$71,000.00)

MINUTES OF SPECIAL MEETING
BOARD OF DIRECTORS OF
LINDENWOOD FEMALE COLLEGE

Pursuant to a call of the President, a special meeting of the Board of Directors of Lindenwood Female College was held at the College, 9:30 A. M., May 31, 1952, immediately preceding the 1952 graduation exercises.

There were present:

Dr. James W. Clarke	Mr. Thomas H. Cobbs
Mr. Walter W. Head	Mr. Russell Dearmont
Mr. Howard I. Young	Mrs. Arthur Stockstrom
Mr. R. Wesley Mellow	Mrs. Leo J. Vogt
Mr. Wm. H. Armstrong	Dr. McCluer, President of the College

The meeting opened with a prayer by Dr. Clarke, who then declared the meeting open for business.

Dr. McCluer explained that the St. Charles Presbyterian Church Corporation had acquired certain property, formerly belonging to the College, for the erection of a church; that an examination of the title revealed that there had been, when the College owned it, a dedication of a roadway, which had never been opened and consequently there was a possibility of a reversionary interest in this strip to the College; that the Corporation would like to have this title cleared of this possible interest of the College, although the College in fact has no real interest in the property.

Dr. McCluer then presented to the Board a form of Quit Claim Deed to clear this title question.

After discussion, on motion duly made, seconded and unanimously carried, the officers were authorized to execute and deliver such deed in the name of Lindenwood Female College to the St. Charles Presbyterian Church Corporation.

Dr. McCluer stated that the College was in the process of taking bids for the care of the Lake on the College grounds and on motion duly made, seconded and unanimously carried the College was authorized to accept the best bid for this purpose, provided the cost should not exceed \$1000.00.

Dr. McCluer then reported that he had had in mind engaging another teacher for the business courses, particularly typing and shorthand.

He also reported that the Board of Christian Education of the Presbyterian Church had authorized a survey of church related colleges, such as Lindenwood. He recommended that Lindenwood participate in this survey.

On motion duly made, seconded and unanimously carried the officers of the College were authorized to participate in the above-mentioned survey.

Dr. McCluer then reported that in the course of the summer it might be advisable to give additional scholarships in the nature of grants in aid. He was not prepared to report on the number of these proposed additional scholarships.

On motion duly made, seconded and carried, Dr. Clarke and Dr. McCluer were authorized, in their discretion, to give additional scholarship help in the nature of grants in aid prior to the opening of the school year in 1952.

Provided, further, that the whole subject of scholarships should be presented for discussion at the fall meeting of the Board of Directors.

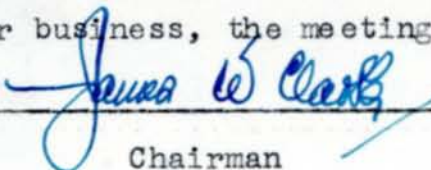
Mr. Cobbs brought up the question of the renewal by the College of Public Liability Insurance, with limits of \$100,000 to \$300,000. He pointed out that the College, as a matter of law, should not be liable in negligence cases under Missouri law, but that nevertheless he considered it advisable to carry such insurance.

On motion duly made, seconded and unanimously carried, renewal of Public Liability Insurance Policy was authorized.

Dr. Clarke on behalf of the Board extended thanks and congratulations to Dr. and Mrs. McCluer for their excellent work during the College year just ending.

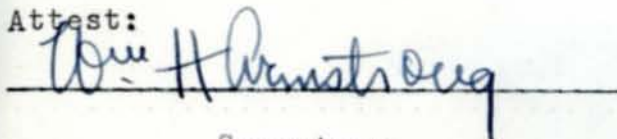
The Secretary was authorized to attach to these minutes a copy of the Graduation Program, which includes the Honorary Degrees, Degrees and Diplomas to be granted, which Honorary Degrees, Degrees and Diplomas, on motion duly made, seconded and unanimously carried, were authorized to be conferred in the name of the College.

There being no further business, the meeting adjourned.



Chairman

Attest:



Secretary.

LINDENWOOD FEMALE COLLEGE

MINUTES OF MEETING OF FINANCE COMMITTEE

St. Louis, Missouri
October 6, 1952.

Pursuant to call of the Chairman, the Finance Committee of Lindenwood Female College met in the Board Room of St. Louis Union Trust Company this 6th day of October, 1952, at 2:00 o'clock P.M.

There were present - Arthur A. Blumeyer, Chairman, who presided, Walter W. Head, J. T. Garrett, and Thomas H. Cobbs. There were also present, Roland C. Behrens, Vice-President, and Frederick P. Boswell, Assistant Secretary of St. Louis Union Trust Company.

Mr. Behrens and Mr. Boswell submitted to the committee a list and description of all the securities held by St. Louis Union Trust Company for Lindenwood Female College, showing the amount, the cost and the market value of each security, together with a classified statement showing the amount in each class of securities.

Mr. Behrens went over and commented on each item in the list. After reviewing the whole list of securities, he recommended the sale of the 1200 shares of the common capital stock of International Harvester Company on the market and the purchase of 500 shares of the common stock of Allis-Chalmers Manufacturing Company and 490 shares of the common stock of Socony-Vacuum Oil Company, Inc.

In the purchase of the Socony-Vacuum stock, 51 shares are to be purchased on rights issued by that company at 31 and 439 shares on the market.

On motion duly made and seconded, it was unanimously voted, by the committee, to accept the recommendation of Mr. Behrens and to authorize the Officers of Lindenwood Female College to sign and deliver to St. Louis Union Trust Company, on their request, the necessary stock powers and resolutions needed to consummate each sale.

There being no further business, the meeting adjourned subject to call by the Chairman.


Arthur A. Blumeyer, Chairman


Thomas H. Cobbs, Acting-Secretary

MINUTES OF THE ANNUAL FALL MEETING OF THE
BOARD OF DIRECTORS OF
LINDENWOOD FEMALE COLLEGE

St. Louis, Missouri
October 24, 1952

Pursuant to call by the President, the annual fall meeting of the Board of Directors of Lindenwood Female College was held at the Missouri Athletic Club, 12 Noon, October 24, 1952. The Directors present were:

Dr. Clarke	Mr. Armstrong
Mr. Goodall	Mrs. Stockstrom
Mrs. Vogt	Mr. Garrett
Mr. Blumeyer	Mr. Head
Mr. Cobbs	Mr. Dearmont

Dr. McCluer, President of the College, was also in attendance.

The meeting opened with a prayer by Dr. Clarke, who then declared that a quorum was present and the meeting was open for business.

Preceding the meeting, Dr. McCluer, President of the College, had mailed copies of his written report to the Directors. A copy of the report is attached to these minutes.

Dr. McCluer stated that he wished to emphasize by comment some of the material contained in his report, particularly:

Enrollment

Although the enrollment this fall was not up to expectations, there was an increase of 5% over the preceding fall and that he predicted a 10% increase in the next school year.

He also commented that the enrollment was inevitably related to the population curve and that beginning next fall the number of children college age would begin to increase and reach its maximum in the year 1956.

The Budget

He stated that even with the revised budget submitted with his written report it would be impossible for the College to be in the black this school year without cutting services, which he felt sure was not the desire of the Board.

He then turned to his recommendations appearing on Pages 9 and 10 of his report, particularly as to appointments to the College Staff. These appointments, there set forth, on motion of Mr. Blumeyer, and seconded, were unanimously approved.

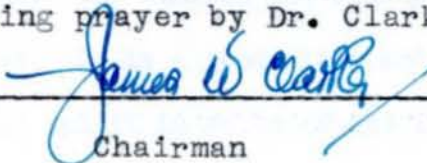
The other recommendations appearing on Page 10 were likewise, after discussion, and on motion made and seconded, unanimously carried and approved, with the following revision relating to a campaign for funds to build a chapel.

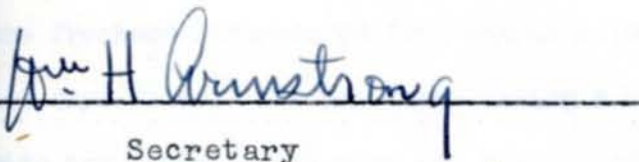
It was the sense of the meeting that request be made of the Synod for permission to postpone this drive for funds at this time, but that the authorization for such a solicitation be continued.

He also referred to that part of his report pointing out that the College Survey Committee employed by the Presbyterian Board of Education had set up certain financial principles by which they judged colleges and that he did not think Lindenwood complied with these principles. He suggested that the Finance Committee study those principles and make recommendations as to what should be done to comply with them.

On motion made, seconded and carried, this suggestion was adopted.

After some general discussion of the affairs of the College, the meeting adjourned, with a closing prayer by Dr. Clarke.


Chairman


Secretary

REPORT
of the
PRESIDENT OF THE COLLEGE
to the
BOARD OF DIRECTORS
of
LINDENWOOD COLLEGE

October 24, 1952

It is a pleasure to make this fall report to the Board of Directors of Lindenwood College.

ENROLLMENT

Three hundred and twenty-five (325) students and twenty-three (23) special music students are in college at this time. One hundred and eighty-four (184) students are members of the freshman class. It is a good class and the students are undertaking their college work in good spirit in spite of the fact that one of the freshmen disappeared from campus after a week of college and was not found until ten days later. She was found living a block from her home in Wichita, Kansas, with her husband with whom she had eloped.

Fifty-one percent (51%) of these freshmen were in the first quarter of their high school classes. Within the student body are twenty-five daughters of teachers and five daughters of ministers. Many religious groups are represented but the predominant ones are Methodists, Presbyterians, Episcopalians, and Baptists.

A week of orientation was arranged for entering students during which faculty and upperclass counselors sought to prepare the students for wise registration, successful study, and happy community life.

The enrollment in the freshman class represents a twelve percent (12%) increase over the freshman enrollment last year. The total increase was 5.17% over that of last fall. This is a disappointment to us both because facilities of the college will enable us to handle effectively a larger enrollment and because our budget had

been based on the assumption that we would maintain during the summer the percentage increase which was projected on the basis of enrollments last May at which point we had a twenty percent (20%) increase over the corresponding date of the previous year.

We do not have final figures for the nation but it appears that there will be a decrease in the total number of students enrolled in colleges and universities again this year. Last year the over-all decrease in the nation was almost twelve percent (12%) and it is estimated that it will be five percent (5%) this year. Complete data are not available but in the association of colleges in the upper Mississippi Valley, consisting of Carleton, Ripon, Knox, Monmouth, Cornell, Grinnell, etc., Coe is the only one to show an increase, all the rest having a decrease in enrollment. At the University of Missouri the decrease is seven percent (7%). Of the four four-year colleges for women in our neighborhood, Lindenwood is the only one that shows any increase. Milwaukee-Downer reports a decrease, Rockford a decrease of five percent (5%), and MacMurray a decrease of eight percent (8%). Among the junior colleges for women in the area, Monticello and Stephens report decreases, and Christian and William Woods report increases. We are nevertheless disappointed with the results for the year and are making strenuous efforts to secure more satisfactory results another year.

STUDENT LIFE

Students seem to be undertaking their class work seriously and the leadership on the campus for the most part has been unusually good. The Student Christian Association has arranged for meetings of some discussion groups in homes in St. Charles among staff members and friends of the college.

The new Social Director appointed last spring is Miss Dorothy Matthews, of Sikeston, Missouri. The students are enthusiastic about the work which she is doing. The first free week-end of the year she had more than three hundred men

from Westminster, Rolla, Washington University, and the University of Missouri on campus. They came Saturday afternoon in time for a street supper, and after supper they participated in a square dance in the gymnasium, or the usual social dancing in Cobb's Hall, and then had a marshmallow roast beside a bonfire at 11:00 in the evening. The following week-end about fifty students went to Rolla for a dance and one hundred to Westminster where they were entertained at the fraternity houses. The next week-end a similar migration to the University of Missouri for the S.M.U. game and dates in the evening attracted many of our students. Miss Matthews has something planned for every week-end up to the middle of January, which is just prior to examinations. We hope that the work which she is doing which has been so happily received by the students will help us hold those who leave us because there are not sufficient men around.

PUBLIC RELATIONS

Mrs. Donald Bryant, Director of Public Relations and Alumnae Secretary, has, I believe, been doing extraordinarily fine work. New alumnae clubs have been organized and a few of them are actively working to help us enroll new students. For the first time since I have been at the college, clubs at a distance sent representatives to our Founders' Day program.

Our Enrollment Counselors report that the stories that Mrs. Bryant has sent to newspapers throughout the area that we serve have been printed in large numbers and have been attracting attention. For the second time within one year the St. Louis Post-Dispatch has carried a full page in the rotogravure section of the Sunday paper about Lindenwood. The newspapers in Oklahoma City, Dallas, Fort Worth, Omaha, and Nashville are among those who have carried pictures of the entering freshmen from the area with stories about Lindenwood.

The concert program this year will include three alumnae guests. One is a pianist, one is a vocalist, and one is a dancer with her own dance group. You will receive notice of the dates of our programs and it is hoped that some members of the Board will be present, especially for the programs to be given by our alumnae.

Last week there was held on the campus a one day workshop for counselors of high school seniors who are planning to go to college. Dr. E. R. Page was the featured speaker in the morning and panel discussions followed a tour of the campus in the afternoon. The tour was conducted by senior students. Those present for the conference, which was described as a great success, included a half dozen patrons of John Burroughs and representatives of the admissions staffs of several colleges.

The Founders' Day program on October 16 was attended by a large number of alumnae who were here for the convocation at 11:00, for luncheon, for the pilgrimage to the cemetery, and for the reception in honor of Dean Nickell at the President's home in the afternoon. Dr. Clarke, President of the Board, was present to participate in the convocation. Dean Nickell delivered the principal address, a copy of which will be mailed to you. Dr. Parker spoke briefly at the cemetery.

FOOD SERVICE

With the retirement of Miss Foster last spring, we were faced with the problem of securing a new dietitian or making some provision for the maintenance of food service. We made an effort during the spring months and early summer months to find a satisfactory person and finally entered into a contract with Crotty Bros., a food service company serving dining rooms and cafeterias for business organizations and college. The company sent Mr. Carl House, who has been director of the food service in two college dining rooms and was recently at a women's college in Washington, to be Director of Food Service at Lindenwood. He is doing good work. There has been an unusual amount of favorable comment on the food from students and staff members. Mr. House is doing a splendid job of buying and so far we are living within the budget for the dining room.

FACULTY

In spite of the loss of two very strong persons in Dean Eunice Roberts and Miss Elisabeth Watts, I believe we have the strongest faculty this year that we have had in the college during this administration.

Dean Roberts has been replaced by Dean Paulena Nickell, about whom I have written you. Dr. Theodore A. Gill, whom we have been trying to employ for two years, has accepted appointment as Chairman of the Department of Religion and will begin his work in January. Miss Mildred Fischer, who succeeds Miss Watts as head of the Art Department, is an artist of wide reputation and a successful teacher. Miss Sophie Payne Alston, who comes to the Home Economics Department, gives promise of being able to make this department what it ought to be in a women's college.

Dr. Alice Parker is working over-time to take care of such academic counseling of students as is needed until Dean Nickell takes up her residence at the college. Dr. Parker's work as Acting Dean is being done well and, of course, she is doing more work than she could undertake permanently with her teaching. Dr. Parker has recently been awarded a Winifred Cullis Lecture-Fellowship by British-American Associates for a lecture tour in England next year. She will leave in the summer and should the Board approve a leave for her will not be present during the fall semester.

Miss Alice Linnemann, Lindenwood emeritus professor of art and first head of the Art Department at Lindenwood and who served at one time as Acting President, died on September 27 and was buried in the St. Charles cemetery.

RELATIONS WITH THE CHURCH

Our Board of Christian Education has asked us to indicate needs of the college in the way of remodeling buildings or new buildings that we should like to have in the next five years. I have suggested to them that we need a chapel at an approximate cost of \$500,000, remodeling of some of the older dormitories at an approximate cost of \$300,000, enlargement of the gymnasium and a new swimming pool.

at an approximate cost of \$150,000.

It is reported that the gifts to the work of the Board of Christian Education have shown some increase to date. Our fall meeting of the Board will be held in November and the President of the college will attend this meeting.

St. Louis Presbytery held its September meeting at Lindenwood College. The St. Louis Presbytery, along with the other Presbyteries of our Synod, voted approval of the request of the church related colleges for gifts from the churches amounting to \$1.00 a member in addition to the regular benevolent budget of the churches. With the approval of each Presbytery, this program is being taken up with the churches directly by the four Presbyterian colleges in the States. Any gifts received as a result of this effort will be divided equally among these institutions.

At the last meeting of Synod it was voted to extend for a year the time in which Lindenwood College might make its campaign for funds for a new chapel building. This campaign, you will remember, was approved a year ago but it seemed unwise to launch the campaign at that time. Many of the churches feel that the Capital Funds Drive by General Assembly will be concluded by January 1 and any time after that we can organize and launch our effort. Lindenwood is the only church related college in Missouri without a separate chapel building and one of the few Presbyterian colleges in America without a chapel.

Synod also approved our request for an Advisory Board, as each member of the Board has been notified, electing the following members to the Advisory Board and leaving the responsibility for filling the other seven places to the President of the Board and the President of the College:

Term of Office 1952-57 - Mrs. James A. Reed
Mrs. James T. Robison

Term of Office 1953-58 - Mrs. Horton Watkins

COOPERATIVE APPEAL TO CORPORATIONS AND BUSINESS ORGANIZATIONS

The Missouri College Joint Fund Committee has approved Articles of Agreement drawn up by Mr. Thomas H. Cobbs as a basis for incorporation. The Articles of Agreement are now being signed by members of the Board of each college and by the College Presidents and the petition for incorporation will be filed as soon as these signatures are in hand.

In the meantime, at a meeting of the Presidents of the eleven colleges cooperating it was voted to employ Mr. Horace A. Demarest, who has recently completed a campaign for Culver-Stockton College, as Executive Secretary of this committee. He is to give his full time to solicitation of business organizations and corporations in behalf of the Missouri College Joint Fund Committee. A budget of \$24,000 for the year has been drawn up and this effort is to be continued until February 1 at which time we are to decide whether or not to continue it. The proportionate share of each institution for the effort to that date will be between \$500 and \$600 in case no money at all is raised.

BUDGET

Attached are some proposed revisions of the 1952-53 budget. These revisions grow out of the change in income due to the enrollment and some suggested reductions in expenditures in various items as a result of this decrease in income.

The change in the budget item on faculty salaries includes the salary of the new Professor of Religion for one-half year, and the salary of the additional teacher in the secretarial courses authorized by action of the Board last May.

There may be some additional income the second semester from new students. A few new students are now enrolled for the second semester and we hope to secure others but we have included no estimate of this in the proposed revisions.

Total income from the operation of the college and from endowment as we have estimated it will be \$66,435 less than the estimate made last spring and the total disbursements will be \$3,558 less than was estimated last spring. This would leave us a loss for the year of \$20,561 after we have used all of the income from the operation of the college and all of the income from the endowment. We have been over the budget carefully and feel that an attempt to wipe out this loss by chipping away at expenditures necessary to the effectiveness of our work or to the protection of our property would be unwise. It seems clear that the only way in which we can operate the college within the total income for three hundred and twenty-five students is to make a cut in personnel and a corresponding limitation of course offerings.

Attached too are some figures taken from the annual audits showing the gain or loss for the last ten years. This figure shows that from 1942-43 through 1949-50 the college had gained \$585,273 and that in 1950-51 and 1951-52 it had sustained a loss of \$121,614. These figures also show a great increase in the costs of operating the college from 1942-43 to 1948-49, ^{and} a sharp reduction in operating costs in 1949-50. These increases in costs have been due in a large part to the increase in the costs of the payroll and in the increase in the costs of maintenance. The faculty salaries, for example, amounted to \$91,847 in 1942-43 and went up to \$187,647 in 1950-51. There was a reduction in the total expenditure for faculty salaries in 1951-52 as a result of reduction in staff due to our lowered enrollment.

The College Survey Committee employed by our Board of Christian Education has set up certain financial principles, as they call them, by which they judge the colleges. They are:

1. Income from tuition should be expended for instructional expenses. By instructional expense, they mean faculty salaries and instructional expenses. Our faculty salaries and instructional expenses this year will amount to \$187,754, which is about \$1,000 more than we are taking in from student fees (if we figure tuition at \$600 which is the figure the auditor suggested last year when we made our report to the Board of Christian Education).

2. The second principle is that educational and general expense, exclusive of instructional expense, should be financed by income from endowment and gifts for operating expenses.
3. Auxiliary enterprises such as the dining room, the bookstore, and the tea room should be operated on a non-profit basis carrying all expenses applicable thereto.

Other principles are: (4) faculty-student ratio should be at least as low as 1 to 20, (5) faculty salaries should equal the median salary paid in the area, (6) all scholarships should be financed from endowment funds or gifts for scholarship purposes.

The committee estimates that 15% of the income of the college should come in annually from gifts. Not many of our Presbyterian colleges have that kind of support but most of them have a larger percentage of income in gifts than Lindenwood is now securing. Everywhere I go I find Lindenwood is respected and among Presbyterians there is great good will for it. Presbyterians are proud of their colleges but there are more Presbyterian young men and women in tax supported institutions than in Presbyterian colleges. Presbyterians believe in Christian education but they are not now investing generously in their colleges which are providing higher education that is Christian. Perhaps a more strenuous appeal should be made from the colleges themselves or from ministers in our churches.

RECOMMENDATIONS

It is recommended that the following appointments to the staff be approved:

Paulena Nickell, Dean of the College, at \$6,700 annually and meals in the college dining room.

Sophie Payne Alston, Professor and Chairman of the Department of Home Economics, \$4,000 annually.

Dora C. Arney, Instructor in the Department of Physical Education, \$2,800 annually.

Charlotte Clutterbuck, Assistant Professor and Chairman of the Department of Secretarial Science, \$3,800 annually.

Mildred Fischer, Associate Professor and Chairman of the Department of Art, \$4,000 annually.

Theodore A. Gill, Professor of Religion and Dean of Chapel, \$5,000 annually and living quarters.

October 24, 1952

Rosetta Palmer, Instructor in the Department of Secretarial Science, \$3,000 annually.

Dorothy Matthews, Director of Social Activities, \$1,350 annually.

Shirley Anderson, Enrollment Counselor in Oklahoma and Kansas, \$3,000 annually.

It is recommended that the administration prepare a program for the use of students who apply for grants-in-aid to work for these grants in the dining room.

It is recommended that the honor scholarships be reduced to \$100 in value.

It is recommended that a careful study of the faculty personnel be submitted to the Faculty Committee of the Board in order to determine if the number on the staff should be reduced for 1953-54.

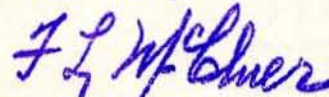
It is recommended that Dr. Alice Parker be given a leave without salary for the first semester of 1953-54 in order that she may accept the travel lectureship in England which has been offered her.

It is recommended that Dr. Alice Parker be paid \$500 in January for her extra work as Acting Dean this fall.

It is recommended that if a campaign for a chapel is to be pressed this spring, a committee of the Board be set up immediately to work with the President of the college in organizing the campaign.

It is recommended that the members of the Board and the President of the college make an effort in a quiet campaign to secure gifts to cover the estimated loss for the year's operations.

Respectfully submitted,



F. L. McCluer, President
Lindenwood College

FLM:MY
Encs.

Proposed Revision of 1952-1953 Budget, as approved by the

Board of Directors on May 13, 1952

LINDENWOOD FEMALE COLLEGE

	<u>Original Estimate</u>	<u>Current Estimate</u>	<i>Reduction</i>
Disbursements:			
Equipment (not educational)	\$4,350.00	\$2,350.00	- 2,000.00

LINDENWOOD COLLEGE

Estimated Income:			
Resident Students	\$462,000.00	\$397,320.00	
Non-Resident Students	8,000.00	5,120.00	
Lecture Fund	3,750.00	4,500.00	
Rents (Cables and Eastlick)	1,200.00	1,075.00	<i>Reduction</i>
Miscellaneous Income	1,000.00	1,500.00	
	<u>475,950.00</u>	<u>409,615.00</u>	- 6,543.50

Disbursements:			
Faculty Salaries	166,530.00	\$169,171.65	
Pensions (or special payments)	5,400.00	5,100.00	
Retirement	7,000.00	6,000.00	
Group Insurance	1,200.00	200.00	
Social Security Taxes	5,500.00	5,000.00	
General Expense (miscellaneous)	1,200.00	800.00	
Plant Operation	5,000.00	4,000.00	
	<u>191,830.00</u>	<u>190,271.65</u>	- 1,558.35

SUMMARY

Total Income (both budgets) \$66,435.00 less than original estimate
 Total Disbursements " \$ 1,558.35 " " " " " "

409,615.00
~~190,271.65~~
219,343.35

LINDSEWOOD FEMALE COLLEGE
ST. CHARLES, MISSOURI

		<u>INCOME</u>	<u>EXPENSE</u>	<u>GAIN (OR LOSS)</u>
1942-1943	Operating Account	\$342,597.79	\$358,313.44	
	General Account	116,243.08	7,183.10	
		<u>\$458,840.87</u>	<u>\$365,496.54</u>	\$ 93,344.03
1943-1944	Operating Account	\$427,792.42	\$413,278.64	
	General Account	131,467.52	\$ 8,192.34	
		<u>\$559,259.94</u>	<u>\$421,470.98</u>	\$137,788.96
1944-1945	Operating Account	\$436,109.44	\$447,984.65	
	General Account	124,444.44	6,451.44	
		<u>\$560,553.88</u>	<u>\$454,436.09</u>	\$106,117.79
1945-1946	Operating Account	\$445,341.14	\$488,038.89	
	General Account	137,417.13	7,612.48	
		<u>\$582,758.27</u>	<u>\$495,651.37</u>	\$ 87,106.90
1946-1947	Operating Account	\$452,060.07	\$555,127.27	
	General Account	151,046.55	23,178.67	
		<u>\$603,106.62</u>	<u>\$578,305.94</u>	\$ 24,800.68
1947-1948	Operating Account	\$582,418.47	\$656,812.71	
	General Account	165,062.26	21,601.23	
		<u>\$747,480.73</u>	<u>\$678,413.94</u>	\$ 69,066.79
1948-1949	Operating Account	\$623,904.23	\$712,502.55	
	General Account	172,068.24	24,109.51	
		<u>\$795,972.47</u>	<u>\$736,612.06</u>	\$ 59,360.41
1949-1950	Operating Account	\$495,220.59	\$615,337.37	
	General Account	192,221.82	64,417.31	
		<u>\$687,442.41</u>	<u>\$679,754.68</u>	\$ 7,687.73
1950-1951	Operating Account	\$441,877.18	\$608,087.30	
	General Account	194,170.24	82,088.20	
		<u>\$636,047.42</u>	<u>\$690,175.50</u>	(\$ 54,128.08) Deficit
1951-1952	Operating Account	\$449,667.99	\$618,671.24	
	General Account	174,709.31	73,192.59	
		<u>\$624,377.30</u>	<u>\$691,863.83</u>	(\$ 67,486.53) Deficit

LINDENWOOD FEMALE COLLEGE

MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS

St. Louis, Missouri
February 27, 1953

Pursuant to the call and notice duly given to each member of the Board, in accordance with the By-Laws, a Special Meeting of the Board of Directors of Lindenwood Female College was held in the Pine Room, of the Missouri Athletic Club, St. Louis, Missouri, at 12:00 noon, Friday, February 27, 1953.

Prior to the luncheon, prayer was offered by Dr. Harry T. Scherer and immediately following the luncheon the meeting was called to order by Dr. James W. Clarke.

The following Directors, being a quorum, were present:

Mr. Arthur A. Blumeyer	Mr. R. Wesley Mellow
Dr. James W. Clarke	Dr. Harry T. Scherer
Mr. Thomas H. Cobbs	Mrs. Leo J. Vogt
Mr. Russell L. Dearmont	Dr. Elmer B. Whitcomb
Mr. Philip J. Hickey	Mr. Howard I. Young

Dr. Franc L. McCluer, President of the College, was also present.

In the absence of Mr. William H. Armstrong, Secretary, Dr. Clarke appointed Dr. Whitcomb to act as Secretary.

The minutes of the previous meeting held on Friday, October 24th, were approved without reading since copies had been mailed to members of the Board preceding this meeting.

A report of the Finance Committee was presented by Mr. Blumeyer, Chairman of the Committee. It was recommended that the income from the Missouri Pacific bonds be treated as refund on cost and put in the principal account instead of in the income account. On motion by Mr. Cobbs, seconded by Mr. Blumeyer, this recommendation was approved. A motion by Dr. Blumeyer that 10 shares of American Zinc, Lead and Smelting be placed in the Endowment Account and that the equivalent in Government bonds be placed in the Current Account was unanimously approved. Mr. Blumeyer also moved that future gifts of American Zinc, Lead and Smelting be placed in the Endowment Account, and upon being seconded, the motion was carried.

Dr. McCluer reported for the Building and Grounds Committee with no recommendation. A motion was made, seconded and carried that the College cooperate with the City of St. Charles with regard to the extension of boundaries. A motion was also seconded and approved that the matter of new street and easement requested by Mrs. Wimpy be left to the Building and Grounds Committee with power to act.

Dr. Clarke reporting for the Committee on Faculty recommended that Henry Hinman, Dorothy Williams and Brenen Van Bibben be given security of tenure. It was so moved, seconded and approved.

Mr. Blumeyer reporting for the Committee on Fund Raising stated that Mr. Young had given \$1,000.00, Mr. Garrett \$500.00, Mr. Mellow \$100.00 and Mrs. Vogt \$100.00. In connection with this report Dr. McCluer distributed lists of potential givers, suggesting that members of the Board select those who are good prospects and check off those who should not be seen. He also stated that the Board of Christian Education would probably make a contribution of \$2500.00.

Dr. Clarke, as President of the Board, reported that the morale of the College was excellent, the Faculty one of the best in the country, the student enrollment increasing for next year, the college situation healthy and the leadership aggressive, with the President of the College himself giving fine leadership.

Dr. McCluer then presented his report as President of the College, stating that the scholastic record was the best since he had been with the College, with fewer on probation and more on the Honor Roll. He also highly commended Dr. Theodore A. Gill in his work as the new Dean of the Chapel. Dr. McCluer recommended that Faculty salaries be increased for next year not to exceed \$4,000.00. It was moved, seconded and carried that the salaries be increased on this scale.

It was also moved, seconded and passed that there be organized a Club of Lindenwood Associates.

The following recommendation was also presented and unanimously approved by the Board: "The President of the Board, the Board Committee on Faculty, the President of the College, and the Faculty Committee on Honorary Degrees, recommended to the Board of Directors that at Commencement in May, 1953, the honorary degree of Doctor of Laws be conferred on Philip Hickey, Superintendent of Schools in St. Louis, and that the honorary degree of Doctor of Letters be conferred on Lavone Hanna, a graduate of the College who is now a member of the Faculty of San Francisco State College; and further, that if an appropriate program can be set up for the Honors Day Convocation with Miss Hulda Niebuhr as speaker, the honorary degree of Doctor of Humanities be conferred on Miss Niebuhr's Mother, Mrs. Lydia Niebuhr.

It was further recommended that John Thomas of the Department of Music be reemployed for one year and that Harriet Gray be employed to teach dancing. By motion this was referred to the Committee on Faculty with power to act.

On recommendation that the College collaborate with the St. Charles Presbyterian Church on a new building, it was moved, seconded and carried that the President of the Board appoint a Committee to confer on the matter with the Session of the St. Charles Church.

There being no further business, on motion duly made and seconded, the Board adjourned subject to call under the By-Laws.



President

ATTEST:

Acting Secretary

REPORT OF
PRESIDENT OF LINDENWOOD COLLEGE
TO
BOARD OF DIRECTORS

FEBRUARY 27, 1953

This midyear report will direct attention briefly to student achievement of the year and some problems before Lindenwood College today.

STUDENT ACHIEVEMENT

Total enrollment the second semester including all special students is 350. The work of the Director of Social Activities has been markedly successful. The increased participation in the social life on the week-ends has not interfered with good work in the classroom. For this last semester we had the highest percentage of the student body winning a place on the Dean's Honor Roll that we have had in recent years, and although we have more students than we had last year, we had but eleven students placed on probation as compared with twenty at the end of the first semester of the year 1951-52. Six students made a grade point average of 4.0 at the end of this semester and the grade point average by classes is:

	<u>1952-53</u>	<u>1951-52</u>
Seniors	3.33	3.12
Juniors	2.99	2.39
Sophomores	2.83	2.70
Freshmen	<u>2.42</u>	<u>2.42</u>
Average	2.89	2.66
Median	2.60	

Among the students accepted as candidates for Woodrow Wilson Fellowships in the district including Missouri, three were from the Senior Class at Lindenwood College, this being the largest number to come from any one institution in the entire district including the state of Missouri, Arkansas, Texas, Oklahoma, and Louisiana.

February 27, 1953

DEAN OF THE FACULTY AND DEAN OF THE CHAPEL

Dean Paulena Nickell and Dr. Theodore A. Gill, Dean of the Chapel, are to be formally installed at the college the morning of Thursday, April 16, at 10:00. Dean Nickell is giving effective leadership to the faculty and effective counseling to the students and has won a significant place in the life of the community immediately. She has been holding conferences with department heads and discussing with each one immediate needs and problems and five year plans. Dr. Gill has made a profound impression not only upon our own student body but upon Presbyterian congregations as he has appeared in several churches in the area. He is a great preacher and enthusiastic and happy in his work as a teacher.

BOARD OF CHRISTIAN EDUCATION

Under the sponsorship of the Board of Christian Education a workshop for men and women of the Synod was held on the Lindenwood campus this month.

Our Board of Christian Education promoted the work of the colleges and the Westminster Foundations at the meeting of the National Council of Presbyterian Men in Chicago three weeks ago. The President of Lindenwood presented the claims of the colleges at one of the popular meetings and two panels answered questions and discussed the problems of the colleges at the smaller group meetings throughout the two and a half day program.

FINANCIAL REPORTS

Attention is directed to the fact that the income of the college from sources other than endowment is equal to or is greater than was anticipated in the revised estimate of income except in the matter of gifts, and the income from endowment is running well above the income at this time last year. It appears likely that our total income from endowment this year will be approximately

February 27, 1953

\$20,000 more than it was last year. Our total disbursements are running under the total for last year at this time. The cost of the operation of the dining to February 15 is about \$12,000 less than on the corresponding date last year.

FINANCIAL PROMOTION

The effort of the college to attract financial support for operations is being directed by a committee of the Board seeking to secure gifts to pay the over all deficit this year and by an appeal to the churches of Missouri for gifts outside the regular benevolence budget amounting to \$1.00 a member, such gifts to be distributed equally among the four Presbyterian colleges in the State, and by the work of the Missouri College Joint Fund Committee, Inc.

It is difficult to see how adequate support may come to our colleges through the appropriations of the Board of Christian Education. The Presbyterians are giving about 13¢ per member annually at a time when it is generally known that our colleges are facing real emergencies. Every one of them will have a deficit this year. Many of them will meet that deficit by gifts from alumni and friends, but the total of the deficits of the forty-three colleges related to our church will amount to \$500,000.

The southern Presbyterians are giving 40¢ a member to their colleges, the Baptists 60¢. A committee of our Board of Christian Education has made a study of the giving of approximately twelve Protestant bodies and finds we are giving much less to our colleges than anyone else. The Board hopes, however, to bring the gifts to each college up to \$20,000 annually.

The Missouri College Joint Fund Committee is now incorporated. The work of Mr. Thomas H. Cobbs in securing a pro forma decree is deeply appreciated.

February 27, 1953

Solicitation of support of the Missouri College Joint Fund Committee, Inc. is not to interfere with the possible effort of any Board member in developing interests in his own institution and certain businesses which have already indicated an interest in an individual college will not be solicited by the Committee. Our organization now stands ready to cooperate in a national appeal which will be formulated in April at a meeting in Cincinnati of representatives of several such groups.

BEQUESTS

Notice of two bequests have recently been received at the college, one of which will come to us within the year from a relatively small estate in Illinois, and the other which will be held in trust for an heir and come to the college some years hence.

STUDENT PROMOTION

We have fifty-three more students enrolled for next year than we had on this date last year. This is about a 35% increase. We do not believe this can be maintained, but we do believe that we shall have an increase in enrollment next year.

ALUMNAE CONCERTS

Alumnae of the college have been invited back on our artists' series this year and have proved the most popular of these efforts. Alumnae who have appeared to date are:

Lucette Stumberg Flanigan
Harriette Ann Gray
Marjorie Moehlenkamp Finlay.

GIFTS

Appreciation for gifts to the college during the year should be expressed to:

John T. Garrett for a gift of \$500.

Howard I. Young for a gift of ten shares of American Zinc, Lead & Smelting Co. Preferred Stock.

Richard Righter for a gift of \$500

Wesley Mellow for a gift of \$100

Hess & Culbertson Jewelry Co. for a gift of \$100

Second Presbyterian Church for a gift of \$100

Bank of St. Louis for a gift of \$1,000

RECOMMENDATIONS

It is recommended that the faculty recommendations for the awarding of honorary degrees be approved.

It is recommended that faculty salaries be increased next year in amounts agreed upon by the President of the Board and the President of the College with the understanding that the total expenditure for faculty salaries not be more than \$5,000 in excess of similar expenditures this year.

This would bring our faculty salaries to the following schedule and it is recommended that this schedule be approved by the Board:

Instructor	\$3,000 to \$3,450
Assistant Professor	3,250 to 3,800
Associate Professor	3,300 to 4,200
Professor	3,800 to 5,000

February 27, 1953

It is recommended that the President of the Board appoint a committee to consider with the President of the College the development of a group of friends of the college to be known as Lindenwood Associates.

Respectfully submitted,

F. L. McCluer
F. L. McCluer

Handwritten mark

[Faint, mostly illegible text from the rest of the document, including a list of names and meeting minutes.]

MINUTES OF ANNUAL SPRING MEETING
BOARD OF DIRECTORS
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri
May 18, 1953

Pursuant to call and notice duly given to each member of the Board, in accordance with the By-Laws, the Annual Spring Meeting of the Board of Directors of Lindenwood Female College was held at the College at St. Charles, Missouri, at 7:00 P. M., May 18, 1953.

The Board members had evening dinner at the College and prior to the meeting a prayer was offered by Dr. Clarke, who then welcomed Mrs. Horton Watkins as a member of the Board and called the meeting to order.

The following Directors, being a quorum, were present:

Dr. Clarke	Mr. Armstrong
Mr. Cobbs	Mr. Mellow
Mrs. Watkins	Mrs. Stockstrom
Mr. Hickey	Mrs. Vogt
Mr. Goodall	Dr. McCluer

On motion duly made, seconded and carried, the February 27, 1953 minutes which had been previously mailed to the Board members were approved.

Mr. Cobbs, Chairman of the Finance Committee, presented the Budget, as approved by the Finance Committee, for the school year 1953-1954 and moved its adoption.

This motion was seconded by Mr. Hickey and was unanimously carried.

The Budget, as approved, was ordered attached to the minutes of this meeting.

Mrs. Stockstrom and Messrs. Mellow and Goodall reported on the condition of the school dormitories, particularly Niccolls, Sibley and Butler Halls. The Buildings & Grounds Committee were instructed to make a further study and prepare recommendations for improving Niccolls, Sibley and Butler Halls. This report to be submitted to an early special meeting in order that any authorized improvements could be made before the opening of the next school year.

Dr. McCluer, on behalf of the Special Committee, authorized to consider the building of a Chapel near the College in conjunction with the St. Charles Presbyterian Church, reported that preliminary plans had been drafted by an architect and recommended that the Committee be authorized to continue to study this matter.

On Motion duly made and seconded, this recommendation was unanimously carried.

Dr. McCluer then presented to the Board his written report, under date of May 18, 1953, as President of the College and commented on various portions of it.

On motion duly made, seconded and carried, the recommendations contained in the report, including those students to whom degrees are to be awarded at commencement, were unanimously carried.

The Secretary was directed to attach to the minutes of this meeting a copy of Dr. McCluer's report.

After informal remarks by Dr. Clarke, the President of the Board, the meeting adjourned at 9:30 P. M.

James W. Clark
President

Wm H. Armstrong
Secretary

REPORT OF
PRESIDENT OF LINDENWOOD COLLEGE
TO
BOARD OF DIRECTORS

MAY 18, 1953

It is a pleasure to submit this report on the work of Lindenwood College this year.

STUDENT ACHIEVEMENT

The second semester including all special students there were 350 students enrolled at the college. Work of the full-time students in classes compares favorably with previous years.

The Honors Day program was held at the college on May 7 with Dr. Kate Gregg, Emeritus Professor of English at Lindenwood, as principal speaker. 21 students were recognized as having a grade point average of 3.5 or better for the last two semesters, two of whom had perfect records. Grade averages by classes were:

Senior Class	- 3.31
Junior Class	- 2.88
Sophomore Class	- 2.73
Freshman Class	- 2.37

The Richard Spahmer prizes for achievement in creative writing were as follows:

First Prize	- Michiko Takaki, Japan
Second Prize	- Jo June DeWeese, Hugo, Okla.
Third Prize	- Mary Beth Banta, Arcadia, Mo.

The membership award of the Missouri chapters of the American Association of University Women was won by Camilla McCluer, Cottleville, Mo. The \$100.00 prize for perfect recitation of the answers to the 107 questions in the Westminster Shorter Catechism was won by Marie-Claire Helmlinger, of Strasbourg, France.

Students participated significantly in National Christian College Day, 41 Lindenwood girls having participated in worship services on April 19 in 22 churches. Students took various parts - some of them reading Scripture, some leading in prayer, some making short talks on the Christian college, and others singing solos.

Five seniors selected to lead in chapel services the second semester have given us unusually significant services.

Two Lindenwood students were among five young musicians selected in auditions to perform in the 17th Annual Young Artists' Concert sponsored by the Women's Association of the St. Louis Symphony Society. The five, two pianists and three sopranos, were chosen from 27 contestants in the greater St. Louis area. Lindenwood's winners were Miss Sue Null, soprano and a junior, of Muncie, Indiana, and Miss Shirley Parnas, pianist and a freshman, of St. Louis. The concert was presented in St. Louis on April 21.

Ten students presented original compositions at the closing recital of the year in Sibley Chapel.

Jeanne Ellis, a member of the Junior class, read a paper before the Missouri Academy of Science and was elected to one of the offices of this organization.

A number of students in the Art department have won recognition off the campus this year. Jean Thiery has had some jewelry accepted for exhibition in the John Heron Art Institute show in Indianapolis. St. Louis newspapers called attention to the unusual number of students from Lindenwood who had work accepted both in the People's Art Center show and in the Artists' Guild show. Six Lindenwood students had work accepted in each of these shows.

Students from other countries have again this year made very important contributions to the college community. As indicated above, several have won significant recognition and prizes and all have participated in various group discussions off campus.

As a result of the work of Miss Dorothy Matthews, social life on the campus has been richer this year than in most recent years.

FACULTY

The morale of the faculty is excellent and the work that they have been doing is of high standard.

Miss Marjorie Hiller, the visiting teacher from England, is completing her second year on the staff and will not be with us next year. Dr. Agnes Sibley, who has been on the faculty at Bishop Otter College in England, will return to her post at Lindenwood in the fall.

Dr. Alice Parker, as reported earlier, has accepted a lecture fellowship in England which will take her off the campus next fall. She will study this summer at Oxford University.

Miss Mildred Fischer, head of the Art Department, has won a number of prizes in various shows this year. She and Fred Conway were the two artists from the middle west to judge the 26th Annual Scholastic Art Awards at Carnegie Institute, Pittsburgh, this spring. Miss Fischer's prizes have been as follows:

Oil painting - Mid-America annual exhibition of contemporary art at Wm. Rockhill Nelson Gallery of Art in Kansas City.

Leaving - International Textile Exhibit, held at Women's College of the University of North Carolina.

First honorable mention - Annual Watercolor Show at St. Louis Artists' Guild.

Honorable mention for St. Louis Artists' Guild Show at Kiel Auditorium.

\$100 prize (second prize) for a painting in Annual Sculpture and Painting Exhibit of St. Louis Artists' Guild (two others hung)

Purchase prize for a gouache painting - 4th Annual Michiana Regional Art Exhibition in South Ben, Indiana.

\$100 first prize in textile weaving - Wichita (Kansas) Art Association's 8th National Decorative Arts - Ceramics Exhibition.

Miss Fischer will spend much of the summer painting in Finland.

Dean Mickell, Dr. Gill, Dr. Clevenger, Dr. Parker, Dr. Conover, Dr. Moore, Mr. Van Bibber, and Mr. Widdents have made significant off campus addresses or read papers before professional meetings. Dr. Gill will preach at Westminster Presbyterian Church in St. Louis in July and part of August and during the latter part of August at West Presbyterian Church.

Miss Lichter, Director of Guidance and Placement, has been elected President of the St. Louis chapter of American Personnel and Guidance Association.

Dr. Williams will study in England during the summer.

Members of the faculty are making important contributions to higher education in the nation as well as doing their work in our class rooms with distinction.

The President of the college has just concluded a three year term on the Presbyterian Board of Christian Education. He is beginning this spring a similar term on the Commission on Colleges and Universities of the North Central Association and is serving on the Educational Policies Commission of the National Education Association.

The following resignation for the coming year have been received.

Mr. Paul Friess, Music Department
Miss Rosetta Palmer, Secretarial Science Department
Mr. Charles Clayton, Journalism Department

Miss Palmer will not be replaced and Mr. Clayton's work will be taken care of by Mrs. Mary Bryant.

PUBLIC RELATIONS

Mrs. Mary Bryant has been increasingly effective in getting Lindenwood and Lindenwood students and staff in the news. She has also been quite successful in reactivating alumnae clubs so that we are receiving more help from alumnae in getting new students than we have hitherto received.

We are also receiving a great many more names of prospective students from Presbyterian ministers than in past years. We believe that there is evidence of increased interest in the church college on the part of the church leaders.

MISSOURI COLLEGE JOINT FUND COMMITTEE, INC.

The Missouri College Joint Fund Committee, Inc. has had from October to April the full-time services of Mr. Horace Demarest as Executive Secretary but has discontinued this separate office because of the expenses involved. The Committee proposes to continue its solicitation of corporations through cooperation of members of the Boards of the colleges and through efforts of the Presidents, each President being asked to set aside two weeks to go with one of his colleagues to visit business executives.

A meeting was held in Indianapolis in April to discuss the possibilities of gifts from corporations to private colleges. Education was represented at this meeting by 150 men and women, most of them college Presidents, from 33 states.

Spokesmen for business included such nationally known leaders as Earl Bunting, Managing Director, National Association of Manufacturers, Washington, D. D.; Irving S. Olds, former chairman of the board, United States Steel Corporation, New York; G. Harold Duling, Lilly Endowment, Inc., Indianapolis; Arthur V. Wilker, Union Carbide and Carbon Corporation Educational Fund, New York; H. W. Files, Pillsbury Mills, Inc., Minneapolis; R. H. Collacott, Standard Oil Company of Ohio, Cleveland; Frank W. Jenks, International Harvester Company,

Chicago; Laird Bell, attorney, Chicago; Kurt F. Rantzer, attorney, Indianapolis.

Other speakers included F. Emerson Andrews, Russell Sage Foundation, and John D. Millett, Commission on Financing Higher Education, both of New York.

First day speakers, from the colleges, and those on the second day, representing business, agreed on these points:

1. Independent liberal arts colleges must have more funds to remain strong and free.
2. Business and industry, both as "good citizens" and in their own self-interest, must provide much of this additional money for the colleges.

Most of the discussion centered on the new cooperative fund-raising efforts of independent colleges, through state foundations or associations, of which at least 28 -- two of them regional -- have been formed in the past two years, following pioneering work in Indiana.

States having such foundations gave reports showing a considerable diversity in such details as membership qualifications, organizational structure, methods of financing, solicitation procedures, and distribution of funds.

An incomplete report revealed that nearly \$1.5 million had been received by the colleges thus far through such "community chest" type of solicitation.

The comparison of procedures, showing many differences, brought an agreement that for the present at least "states' rights" should prevail and that no effort should be made to urge uniform practices over the nation.

Giving their blessing to these corporate appeals, business leaders on the program agreed that "industry is just now awakening -- or at least rubbing its eyes -- on the subject of its social responsibility."

An encouraging letter has just been received from Mr. Robert E. Wilson, of the Standard Oil Company of Indiana, in which he advises that the directors of the company have set aside \$150,000 to be available for distribution among the 14 middle western states which have organized or may develop adequately organized state organizations. These funds will, therefore, aid approximately

100 colleges.

FINANCIAL PROBLEMS

Lindenwood College with a well trained teaching staff of approximately 45 persons and with a well equipped residence and educational plant has developed an exceedingly strong educational program. The operation of this program with less than 400 to 450 students is an expensive operation. Unless our dormitories are approximately filled the cost per student of the operation of Lindenwood College is high. If it is to be operated permanently with 350 students, this cost must be reduced. It cannot be substantially reduced without severely limiting the program or impairing the quality of the work done.

The trend of enrollment in high schools indicates that it will be several years before our colleges and universities will have the enrollment they had in 1949 and 1950. We shall hope, however, with the effort that we are making through the Admissions Office to win a substantial increase in enrollment ahead of the time when colleges will be filled. We have enrolled today 364 boarding students as compared with 301 which we had on a corresponding date last year. We believe that we shall have 375 boarding students in the fall. It is hoped that we may have a few more and it seems reasonable to build a budget on the assumption that we shall have 375.

Some comparisons in the total costs of the operation of the college may throw further light on our problem.

Total Cost of Operation

1939-1940 - \$357,394.99

1944-1945 - \$454,436.09

1952-1953 - \$660,000.00 (estimated)

Income

	<u>Students</u>	<u>Endowment</u>	<u>Gifts</u>
1939-1940 -	\$358,254.33	\$ 87,293.57	\$
1944-1945 -	\$397,617.02	\$124,444.44	\$ 1,000.00
1952-1953 -	\$416,000.00 (est.)	\$195,000.00	\$12,000.00

Expenditures

	<u>Faculty Salaries</u>	<u>Dining Room Operation</u>	<u>Maintenance of Plant</u>
1939-1940 -	\$ 81,640.69	\$ 53,958.76	\$36,054.24
1944-1945 -	\$111,964.60	\$ 92,070.44	\$42,926.72
1952-1953 -	\$169,171.65 (est.)	\$105,000.00	\$60,000.00

The median faculty salary at Lindenwood is \$3,780. The arithmetic average of faculty salaries is \$3,874. The average in all our Presbyterian colleges is \$3,782.

The following comments on the operations for the year 1952-53 are pertinent:

1. As of April 15 the income from endowment is \$21,000 more than on this date in 1952. The income from endowment for the fiscal year will very likely exceed that of any year.

2. The total income from students, gifts, auxiliary enterprises, etc. will likely be about \$8,000 less than was anticipated in the revised budget. The total of gifts and contributions to date is considerably less than had been expected and it is hoped that before the end of the fiscal year other gifts will be received.

3. The expenditure for the operation of the dining room will be from \$10,000 to \$12,000 less than the budget figure. Mr. Carl House, of Crotty Bros., has directed the food service economically and successfully. The service in the dining room has been exceedingly popular with the students and in spite of the fact that we have had a larger number eating in the dining room than last

ear, the dining room has been operated at lower cost.

4. The expenditure for the repair and maintenance of buildings will likely be approximately \$2,400 in excess of the budget figure. This excess in the expenditure has been due to the following emergencies:

Breakdown of heating plant in farm house. Falling of plaster in Niccolls Hall and to cost of work in the greenhouse and in Eastlick Hall in excess of the estimate for this work. The farm house is rented and part of the heating plant was repaired at a cost of \$700 during the winter. \$1,000 was expended for plastering in Niccolls Hall.

REPORT OF THE SURVEY COMMITTEE

Report of the Survey Committee on Presbyterian colleges has been made to the Advisory Committee on the colleges, which was set up as a result of this survey, and to our Board of Christian Education. Members of the Survey Committee were:

Dr. A. Willard Lampe, School of Religion, State University of Iowa - Chairman
 Dr. Frank C. Rosecrance, School of Education, New York University
 Dr. Reavis Cox, Wharton School of Finance, University of Pennsylvania
 Dr. William Hudnut, Jr., Third Presbyterian Church, Rochester, New York
 Dr. Silas G. Kessler, First Presbyterian Church, Hastings, Nebraska
 Dr. Howard Y. McClusky, School of Education, University of Michigan
 Dr. Herman N. Morse, Board of National Missions and Moderator of the
 Presbyterian Church, U.S.A.

Consultants: From the Board of Christian Education:

Dr. Janse Little
 Mrs. Walter B. Driscoll
 Mrs. William A. Hastings
 Mrs. Joseph H. Kindle
 Dr. Arthur Miller

From the Presbyterian College Union:

Dr. Franc L. McCluer, Lindenwood College
 Dr. Charles J. Turck, Macalester College
 Dr. Albert G. Parker, Jr., Hanover College
 Dr. Harry Morehouse Gage

From the Staff of the Board of Christian Education:

Mr. Paul Calvin Payne
 Mr. George W. Renneisen
 Mr. E. Fay Campbell

Among interesting things revealed by the report are:

1. In the year 1951-52 the Presbyterian colleges operated at a deficit of approximately one-half million dollars in spite of curtailed educational program budgets consistent with sound academic procedures and in spite of inadequate faculty salary schedules.

2. The auxiliary enterprises, i.e., dining halls, dormitories, book stores, etc. are self-supporting.

3. The educational program budgets - comprised of faculty salaries, library, operation and maintenance of educational plant and administration - aggregated in 1951-52 about \$16,000,000 and were financed as follows:

	<u>Amount</u>	% <u>Educational Program Budget</u>
Student Fees	\$11,000,000	69%
Income from Endowment Funds	2,300,000	14
Gifts for Educational Purposes	2,300,000*	14

*Including \$400,000 received from General Assembly's Benevolence Budget through the Board of Christian Education. Thus the colleges raised nearly five dollars for operating purposes for every one appropriated by the Board.

4. The College Survey Committee has reported that in 1950-51 \$1,725,000 additional was needed to enable the payment of faculty salaries in these institutions comparable to the average salaries paid by similar institutions in their respective areas.

5. Thus in 1951-52 the Presbyterian colleges needed, in gifts for operating purposes, \$4,525,000 computed as follows:

Gifts actually received	\$2,300,000
Operating deficit 1951-52	500,000
Amount needed to enable payment of adequate faculty salaries	<u>1,725,000</u>
Total	<u>\$5,525,000</u>

6. Inasmuch as the administration and the Boards of Trustees of these colleges have the responsibility of providing funds for endowment and buildings as well as the raising of gifts for operating purposes, the Board of Christian Education, upon recommendation of the Advisory Committee on Colleges has set the goal for operating support from the Benevolence Budget of one dollar for every three dollars raised by the Presbyterian colleges, or an increase over the present level of support of approximately \$1,000,000 per annum.

7. The Advisory Committee on Colleges and the Board, in view of the critical situation in the colleges and their importance to the Church's program of Christian Education, are planning to reach the described goal within four years beginning in 1954 - thus the request for \$250,000 additional in 1954.

The members of the advisory Committee, which will be a continuing committee to help the colleges and the Board implement the recommendations of the Survey Committee, are:

Mrs. Walter B. Driscoll, Chairman
 Dr. Reavis Cox, Professor of Marketing, Wharton School, University of Pa.
 Mr. Philip J. Hickey, Superintendent of Schools, St. Louis, Mo.
 Dr. William H. Hudnut, Jr., Pastor, Third Presbyterian Church, Rochester, N. Y.
 Dr. Silas G. Kessler, Pastor, First Presbyterian Church, Hastings, Nebr.
 Dr. Andrew E. Kurth, Pastor, Westminster Presbyterian Church, Cedar Rapids, Iowa
 Dr. M. Willard Lampe, Professor, School of Religion, State Univ. of Iowa
 Dr. W. Paul Ludwig, Pastor, Second Presbyterian Church, Washington, Pa.
 Dr. Howard Y. McClusky, Professor, School of Education, University of Mich.
 Dr. Hermann N. Morse, Board of National Missions
 Mrs. Ruth Eckert Paulson, Professor of Education, University of Minnesota
 Dr. Frank Rosecrance, Associate Dean, School of Education, New York Univ.
 Dr. Frank T. Wilson, Dean of the School of Religion, Howard University,
 Washington, D. C.
 Hon. Edmund C. Wingerd, Judge of the 29th Judicial District, Pennsylvania

The Advisory Committee has recommended several actions:

1. The Committee has asked the Presbyterian College Union to appoint a committee to confer with it on a Set of Standards.
2. The Committee has appointed a subcommittee to study the legal relationship between the Church and the colleges.
3. It has appointed a subcommittee to study the Boards of Trustees of the colleges related to the Presbyterian church. The Chairman of this subcommittee is Mr. Philip Hickey, of St. Louis. The President of Lindenwood College has been appointed as a consultant to this committee.
4. The committee has also recommended to the Board of Christian Education and the Presbyterian College Union a survey of church and public opinion regarding the place of the Presbyterian colleges in American education and in the life of the church. The Dudley L. Parsons Company has planned such a survey to be financed by the Board of Christian Education and by a foundation at a total cost of \$20,000.

We are informed that the Survey Committee and the Advisory Committee have included Lindenwood College in the list of colleges which the Board recommend without condition. Institutions not to be recommended without condition are being notified directly by the Board and will be given until December 1, 1953 to take steps to justify recommendation.

The other matter on which the Advisory Committee has reported is the study of an appropriations policy. The Committee made the following recommendations:

"1. That the Presbyterian Church in the United States of America, on the basis of present educational costs and enrollments, should be appropriating \$1,000,000 annually to the approved Presbyterian colleges.

"2. That the monies made available by the Church to the Presbyterian colleges through the Board of Christian Education should be divided into three funds:

"a) A fund which would be appropriated by the Board in equal amounts to each one of the Presbyterian colleges.

"b) A fund which would be known as a 'Special Projects College Fund' to be appropriated to particular colleges on the basis of carefully evaluated detailed applications submitted by interested institutions.

"c) A fund which would be appropriated to the colleges by the Board on the basis of institutional need and effort made by the institutions to meet this need.

"It is recommended that the following formula or procedure be used in making appropriations to the colleges on the basis of need and effort:

"1. Institutional need be restricted to educational and general expenditures and be comprised of total educational and general expenditures, as reflected in the annual audit reports, plus the additional amounts required to enable the institutions to pay faculty salaries equal to the median-maximum rate of faculty salaries paid by comparable institutions in the particular geographic area. (In its studies the Committee used the median-maximum salaries shown in 'Salary Schedules and Salaries Paid in Colleges for Teacher Education for the year 1950-51' compiled by the Committee on Studies and Standards of the American Association of Colleges for Teacher Education.)

"2. Institutional effort be restricted to monies known as educational and general income, as reflected in the annual audit reports, after excluding or deducting the following:

"a) The amount of unfunded scholarships.

"b) The amount of gifts from the Presbyterian Church U.S.A., both appropriations from the Board of Christian Education and direct gifts from churches.

"c) The amount of student fees charged in excess of 75% of the

educational and general expenditures after adding thereto the amount needed for faculty salaries as described in item 1 above.

"3. Compute the percentage which institutional effort (as defined in item 2) is of institutional need (as defined in item 1) for each college for a specific year.

"4. Compute the appropriation for each institution on the basis of the proportion which its percentage (as defined in item 3) is of the total percentage (as defined in item 3.)"

As some of you know, several overtures have gone to the General Assembly asking that additional money be provided for our colleges. One of these overtures the President of Lindenwood submitted to the Presbyteries in Missouri. It requests that the first \$250,000 in giving to benevolences in addition to the amount given this last year be ear-marked for the colleges.

At a recent meeting of the Planning Committee the Boards of the Church had their requests for special needs placed before the entire committee. The Board of Christian Education asked for \$250,000 for the colleges with the understanding that this much additional would be requested annually until college appropriations totaled \$1,250,000. On the basis of a straw vote of the committee of twenty, the first priority went to the colleges and the fifth priority was that of the Westminster Foundations.

In line with the appropriations policy recommended by the Advisory Committee a balance of \$136,000 held by the Board for the colleges will be appropriated in October on the basis of need as revealed in the audit report. Effort to balance the budget will be taken into consideration and the Board has promised to consider the possibility of appropriation of reserve funds to help put the colleges in the black for the fiscal year which will be concluded this summer.

COMMITTEE ON JOINT CHAPEL

The committee appointed to survey the possibility of the erection of a church sanctuary to be used jointly by the college as a chapel and by the St. Charles Presbyterian Church reports that the committee has held a meeting at the proposed site for this building and has arranged with an architect to make some sketches. The architect has not yet submitted his sketches. The committee requests that it be continued.

RECOMMENDATIONS

It is recommended that Dean Nickell be allowed a leave of absence without salary during the time that she is on a world tour which was planned before her employment at Lindenwood.

It is recommended that appropriate letters of appreciation be written to Mr. Friess, who has been employed at the college since 1931, and to Mr. Clayton, who has been employed at the college since 1940.

It is recommended that the following candidates for degrees be approved for the indicated degree, subject to satisfactory completion of the requirements as determined by the faculty:

Bachelor of Arts

Banta, Mary Elizabeth
Bartenbach, Gretchen E.
Carpenter, Marlene Opitz
Cheney, Jacquelyn Julia
Connelley, Betty
Culver, Nell Lyon
Czarlinsky, Marlene Joan
Dicke, Diane
Izenberg, Deana Harilen
Kirchherr, Mary Lucille
Knox, Jean Allyn
Laux, Hyllis Nell
McCluer, Canilla
McGee, Rita
McLeod, Mary Lou Stubbs
Mahan, Carol Ann
Oh, Min Hi
Omohundro, Joyce Anne
Swanson, Estelle Ann
Takaki, Michika
van der Haagen, Magthilde Elizabeth

May 18, 1953

Bachelor of Science

Blessing, Joan Alice
Burton, Lavone Hanna
Davis, Edith Maxine
Hackmann, Lorraine Clara
Hoffman, Marilyn Joan
Lange, Janice Blevins
Montgomery, Bettye Jean
Noel, Jane Ann
Roberson, Nada Sue
Stotlar, Emily Lou
Taylor, Alice Walthall
White, Carolyn Hearn

Bachelor of Music

Pennel, Peggy Lee

Respectfully submitted,



F. L. McCluer
President

SUMMARY OF PROPOSED COLLEGE AND BOARD BUDGETS

Total Income	\$740,864.00
Total Disbursements	<u>709,473.50</u>
Difference	\$ 31,390.50

LINDENWOOD COLLEGE

ST. CHARLES, MISSOURI

April 28, 1953

Mr. William H. Armstrong
506 Olive Street
St. Louis, Missouri

Dear Mr. Armstrong:

Enclosed you will find copies of condensed reports of Lindenwood Female College general account income and expenditures, and of Lindenwood College operating account income and expenditures, as of April 15, 1953.

Very truly yours,

Cora Wayne

CW/z

Chief Accountant

Mr. Armstrong

LINDSEWOOD FEMALE COLLEGE

General Account Income

Condensed Statement of Cash Receipts and Disbursements

June 16, 1952 - April 15, 1953

Balance of cash on hand June 16, 1952 \$ 21,712.80

St. Louis Union Trust Co. \$ 12,928.75
Bank of St. Louis 11,784.05

RECEIPTS

Rents received (Quonset Huts) \$ 960.00
Dividends and Interest (collected by St.
Louis Union Trust Co.) - \$173,685.26
Goodall Investment Income Account -)
(Dividend) - 32.48) 173,717.74
171,677.74
\$199,390.54

DISBURSEMENTS

Fiscal Agents' Commission - St. Louis
Union Trust Co. \$ 3,283.74
Geo. B. Cummings - Honorarium 1,250.00
Interest "Banks" (Bank of St. Louis) 4,117.97
Professional Services - Auditors 750.00
Miscellaneous Expense 95.90
Insurance on College Buildings 2,655.90
Taxes on West Virginia Coal Lands 71.24
Loan to Operating Account 1952-53 95,000.00
Transfer from Income to Principal - Cash 1,500.00
108,721.75
\$ 90,665.79

St. Louis Union Trust Co. \$ 29,078.21
Bank of St. Louis 61,587.58
\$ 90,665.79

LINDENWOOD FEMALE COLLEGE

REPORT ON BUDGET

General Account Income and Expenditures
Fiscal Year June 16, 1952 - June 15, 1953

<u>INCOME</u>	<u>Income Anticipated</u>	<u>Income as of April 15, 1953</u>
Dividends and Interest (estimated)	\$190,000.00	\$173,717.74
Rents - Quonset Huts	3,500.00	960.00
- Reimer Apartments		2,207.50
Income from Farm *	1,000.00	1,325.74
Proceeds from Old Equipment Sold *	.00	160.00
	<u>\$194,500.00</u>	<u>\$178,370.98</u>

<u>EXPENDITURES</u>	<u>Budget Appropriation</u>	<u>Expenditures as of Apr. 15, 1953</u>
Arts Building (repair, maintenance & operation)	\$ 2,000.00	\$ 1,813.86 **
Assembly Hall " " " "	6,500.00	5,751.80 **
Library Books (new)	2,000.00	1,231.60 **
Instructional Equipment (new and replacement)	1,615.00	607.84 **
Buildings - repair and maintenance	20,100.00	21,685.63 **
Campus and Roadway - repair and maintenance	1,750.00	1,933.25 **
Equipment - not educational (new and replacement)	2,350.00	1,081.56 **
Cookmen's supplies and uniforms	150.00	119.52 **
Wages - Supervisor of Plant Operation, Building and Maintenance, and Watchman	21,000.00	20,319.20 **
Plant Expense	.00	165.53 **
Local Agents Compensation	3,750.00	3,283.74
Audit (1/2 of cost)	750.00	750.00
W. B. Cummings - Honorarium	1,500.00	1,250.00
Reimer Apartments - repair and maintenance	1,000.00	1,278.89 **
Wm. Hays - Salary	600.00	500.00 **
Insurance on College Buildings	3,200.00	2,655.90
Miscellaneous Expense	.00	95.90
Leases on West Virginia Coal Lands	.00	71.24
Interest "Banks" - Bank of St. Louis	.00	4,117.97
	<u>\$ 71,565.00</u>	<u>\$ 68,713.43</u>

<u>INVESTMENT IN PLANT ***</u>	<u>Estimated Cost</u>	<u>Expenditures as of April 15, 1953</u>
Modeling Reimer Apartments	\$.00	\$ 141.36

- The rents from Reimer Apartments, income from farm, and proceeds from old equipment sold are collected in Operating Account. Adjustment will be made at end of fiscal year.
- These disbursements were made from Operating Income and adjustment will be made with General Account at end of fiscal year.
- Expenditure for investment in plant was not included in the budget estimate. Same was paid out of Operating Account and will be adjusted with General Account at the end of the fiscal year.

M. Armstrong

LINDENWOOD COLLEGE

COLLEGE OPERATION

Condensed Statement of Cash Receipts and Disbursements

JUNE 16, 1952 — APRIL 15, 1953

Balance of cash on hand June 16, 1952		\$ 7,613.85
Bank of St. Louis	\$ 4,177.10	
First National Bank, St. Charles:		
Account #1	3,277.83	
Pay Roll Account	<u>158.92</u>	
Cash receipts from all sources		<u>669,225.37</u>
		\$676,839.22
Disbursements		<u>656,039.48</u>
	Balance on hand	\$ 20,799.74
Bank of St. Louis	\$17,811.30	
First National Bank, St. Charles:		
Account #1	2,809.38	
Pay Roll Account	<u>179.06</u>	
	\$20,799.74	

LINDENWOOD COLLEGE

Operating Account - Income and Expenditures

Fiscal Year June 16, 1952 - June 15, 1953

	<u>Income Anticipated</u>	<u>Cash received & Accts. Receivable April 15, 1953</u>
Board - Resident Students	\$397,320.00	\$397,350.00
Non-Resident Students	5,120.00	6,512.50
Extra charges, Irwin and Cobbs Hall & single rooms	12,000.00	10,355.00
Fund (from Student Activity Fund)	4,500.00	4,438.81
Profit from Operation of Book Store and Tea Room	3,000.00	1,926.47
from Faculty and Day Students eating in Dining Room	3,200.00	2,338.75
Students	2,200.00	2,117.50
Distributions from Alumnae and Friends	13,000.00	6,580.00
of Christian Education	7,000.00	5,935.81
(Gables and Eastlick Hall)	1,075.00	900.00
Miscellaneous Income - Conferences, etc.	1,500.00	1,532.28
	<u>\$449,915.00</u>	<u>\$436,164.18</u>

<u>EXPENDITURES</u>	<u>Budget Appropriation</u>	<u>Expenditures April 15, 1953</u>
Room Operation	\$115,250.00	\$ 79,098.33
Faculty Salaries	169,171.65	118,897.99
Administration Salaries	65,326.00	51,072.03
Grants and Special Payments	5,100.00	4,275.00
Health Insurance (including Miss Karr)	6,000.00	5,464.99
Life Insurance	200.00	1,138.64
Accident Security	5,000.00	2,811.14
Auto Expense (auto expense, miscellaneous, etc.)	12,750.00	10,316.55
Building Operation (furniture, furnishings and fixtures repair, janitor and household supplies)	4,000.00	5,601.45
Health Center Expense	9,200.00	7,037.33
Power, Water and Gas	24,875.00	21,135.73
Provisional Expense	18,563.00	13,978.28
Student Assistants	8,000.00	6,040.35
Wages (Firemen, janitor-education, housemaids-education, housemaids-residence and other buildings, exclusive of Library, Roemer Hall and Fine Arts Building)	18,000.00	13,803.04
Travel Expense and Salaries	10,025.00	7,478.20
Printing Expense	10,850.00	12,346.08
Publicity (Admission Counselors' salaries and travel expense, advertising, etc.)	52,450.00	41,879.46
Publications (catalog and monthly bulletins)	8,650.00	8,184.29
Postage	50,000.00	57,951.00
Faculty Residence, 1112 Jackson	.00	375.00
	<u>\$593,410.65</u>	<u>\$471,884.88</u>

BOARD OF DIRECTORS BUDGET - Proposed

LINDENWOOD FEMALE COLLEGE

ESTIMATED INCOME - LINDENWOOD FEMALE COLLEGE

Dividends and Interest
 Rents (Gamble Street Apartment and Quonset Huts)
 Farm Income

1952-1953

\$190,000.00
 3,500.00
1,000.00
 \$194,500.00

Proposed.
1953-1954

\$190,000.00
 3,480.00
1,000.00
 \$194,480.00

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE

	1952-1953	1953-1954
Fine Arts Building (repair, maintenance and operation)	\$2,000.00	\$2,400.00
Roemer Hall (repair, maintenance and operation)	6,500.00	8,300.00
Library Books (new)	2,000.00	2,225.00
Educational Equipment (new and replacement)	1,615.00	3,122.00
Art Department	\$ 90.00	\$ 300.00
Biological Science Department	100.00	200.00
Chemistry Department	100.00	150.00
Home Economics Department	75.00	400.00
Sociology Department	5.00	17.00
Music Department	100.00	500.00
Psychology Department	10.00	35.00
Mathematics Department	35.00	00
Secretarial Science Department	300.00	160.00
Office and Classroom Furnishings	400.00	400.00
Physical Education Department	300.00	250.00
Radio - Station KCLC	100.00	300.00
Philosophy		25.00
Physics		50.00
Classics		15.00
Education		300.00
History and Government		20.00
Fiscal Agents Compensation	3,750.00	3,750.00
Audit ($\frac{1}{2}$ of cost)	750.00	750.00
Geo. B. Cummings (honorarium)	1,500.00	1,500.00
Roimer Apartment (repair and maintenance)	1,000.00	1,400.00
Cora Waye (salary)	600.00	600.00
Insurance (buildings)	3,200.00	3,200.00
Taxes on out of state property		80.00
Miscellaneous Expense (Bd. of Dir. meetings, flowers, etc.)		200.00
Interest - Bank of St. Louis		4,725.00

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE (Cont.)

Buildings (Repair and Maintenance)

	Budget <u>1952-1953</u> \$20,400.00	Proposed Budget <u>1953-1954</u> \$25,000.00
Ayres Hall	\$5,000.00	\$2,300.00
Boiler House	1,200.00	1,000.00
Butler Hall	1,000.00	1,900.00
Cobbs Hall	1,500.00	1,800.00
Eastlick Hall	550.00	300.00
Gables	250.00	1,500.00
Greenhouse	500.00	500.00
Hardware and Electrical Supplies	500.00	550.00
Health Center	250.00	700.00
Home Management House	100.00	150.00
Irwin Hall	1,500.00	1,800.00
Library	250.00	1,000.00
Lodge	350.00	250.00
Niccolls Hall	2,500.00	3,200.00
President's Residence	500.00	500.00
Quonset Huts	100.00	150.00
Riding Stable	50.00	450.00
Sculpture House	100.00	100.00
Sibley Hall	2,500.00	4,500.00
Sprinkler System	100.00	100.00
Telephone and Program Clock	150.00	150.00
Tunnels	100.00	100.00
Watson Lodge	100.00	1,700.00
Farm Buildings	100.00	100.00
Pump Room	50.00	50.00
Garage and Storeroom	100.00	150.00
Water Tower	<u>1,000.00</u>	<u>650.00</u>

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE (Cont)

Budget
1952-1953

Proposed Budget
1953-1954

\$1,750.00

\$2,450.00

Campus and Roadway

Athletic Field	\$ 50.00
Campus and Paddock	500.00
Golf Course	200.00
Roadways	100.00
Sidewalks	300.00
Tennis Courts	100.00
Tree Work	<u>500.00</u>

\$ 50.00
800.00
400.00
300.00
250.00
50.00
<u>600.00</u>

Equipment (not educational) - new and replacement

Ayres Hall	\$100.00
Butler Hall	100.00
Cobbs Hall	100.00
Irwin Hall	100.00
Niccolls Hall	100.00
Sibley Hall	100.00
Dining Room	300.00
Kitchen	500.00
Health Center	100.00
Roemer Hall	100.00
Library and Club Room	100.00
Tea Room	200.00
Campus Equipment - General	200.00
Boiler Room	100.00
President's Residence	150.00
Truck(Replace 1941 panel)	
Tractor and Wagon	

2,350.00

7,000.00

\$100.00
100.00
100.00
100.00
100.00
100.00
900.00
2,050.00
100.00
200.00
100.00
150.00
200.00
100.00
300.00
1,300.00
<u>1,000.00</u>

ESTIMATED DISBURSEMENTS - LINDENWOOD FEMALE COLLEGE (Cont.)

	Budget <u>1952-1953</u>	Proposed Budget <u>1953-1954</u>
Watchmen's Uniforms and Supplies	\$ 150.00	\$ 150.00
Labor - Supervisor of Plant Operation, Buildings and Maintenance (except Roemer, Fine Arts Bldg. and Library,) and Watchmen	<u>24,000.00</u>	<u>26,300.00</u>
Total Estimated Disbursement, Lindenwood Female College	\$71,565.00	\$95,152.00

BUDGET OF LINDENWOOD COLLEGE
1952-1953
and
PROPOSED BUDGET OF 1953-54

ESTIMATED INCOME - LINDENWOOD COLLEGE

Resident Students
Non-Resident Students
Halls - Extra charges
Lecture Fund
Book Store and Tea Room
Faculty, etc., Meals in Dining Room
Special Students
Contributions
Board of Christian Education
Rents (Gables and Eastlick)
Miscellaneous Income - Conferences, etc.

Total estimated income - Lindenwood College - \$449,915.00

	Budget <u>1952-1953</u>	Proposed Budget <u>1953-1954</u>
	\$397,320.00	\$495,000.00
	5,120.00	4,800.00
	12,000.00	12,000.00
	4,500.00	5,050.00
	3,000.00	3,000.00
	3,200.00	3,000.00
	2,200.00	2,400.00
	13,000.00	14,000.00
	7,000.00	4,934.00
	1,075.00	1,200.00
	<u>1,500.00</u>	<u>1,000.00</u>

\$546,384.00

616,321.50
546,384.00

69,936.50

194

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE

		<u>Budget</u> <u>1952-1953</u>	<u>Proposed Budget</u> <u>1953-1954</u>
Dining Room Operation		\$113,250.00	\$114,115.00
Dairy Products	\$15,000.00		\$12,000.00
Groceries	35,000.00		30,000.00
Meats	25,000.00		23,000.00
Salaries - Director and Assistant	5,100.00		5,965.00
Salary - Secretary	1,000.00		00
Wages - Kitchen and Dining Room Help	30,000.00		31,000.00
Expense - Kitchen and Dining Room	4,000.00		4,000.00
Office Expense	150.00		150.00
Food Service Management	<u>00</u>		<u>8,000.00</u>
Faculty Salaries		169,171.65	179,652.50
Administration Salaries		65,326.00	70,526.00
Pensions (or Special Payments)		5,100.00	4,800.00
Alice A. Linnemann	300.00		00
E. M. Gage	3,000.00		3,000.00
Alice E. Gipson	900.00		900.00
Ethel B. Cook	600.00		600.00
Harry P. Ordelleide	<u>300.00</u>		<u>300.00</u>
Retirement		6,000.00	6,500.00
Group Insurance		200.00	200.00
Social Security Taxes		5,000.00	5,800.00
General Expense		12,750.00	13,050.00
Automobiles and Trucks	1,800.00		1,800.00
Miscellaneous Expense	800.00		1,000.00
Travel - President	1,200.00		1,200.00
Travel - General	500.00		500.00
Insurance (safe and burglary)	400.00		400.00
Post Office (maintenance and salaries)	1,200.00		1,200.00
Special Entertaining	500.00		500.00
Window Washing	1,500.00		1,500.00
Laundry (expense and wages)	2,000.00		2,100.00
Piano Tuning and maintenance	2,250.00		2,250.00
Housekeeping - President's Residence	<u>600.00</u>		<u>600.00</u>

		Budget 1952-1953		Proposed Budget 1953-1954
Plant Operation			\$ 4,000.00	\$ 4,000.00
Furniture and Furnishings repair	\$ 1,500.00		\$ 1,500.00	
Janitor and Household supplies, uniforms and household linens	<u>2,500.00</u>		<u>2,500.00</u>	
Health Center		9,200.00		9,700.00
Physician	2,400.00		2,500.00	
Nurses	4,200.00		4,400.00	
Housemaids	1,600.00		1,800.00	
General Expense - Drugs and supplies	<u>1,000.00</u>		<u>1,000.00</u>	
Heat, Power, Water and Gas		24,375.00		25,878.00
Fuel - Coal and Oil	13,000.00		13,000.00	
Electric Current	7,500.00		8,500.00	
Electric Transformer Rental	475.00		478.00	
Water	2,900.00		2,900.00	
Gas	500.00		500.00	
Electric Lamp Renewals	<u>500.00</u>		<u>500.00</u>	

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE, (Cont.)

	Budget 1952-1953	Proposed Budget 1953-1954
Instructional Expense	\$ 18,563.00	\$ 22,090.00
General Expense	400.00	450.00
Art Department	490.00	600.00
Biological Science Department	1,150.00	1,100.00
Religion	100.00	50.00
Chemistry Department	250.00	300.00
Choir Tour	1,000.00	1,000.00
Classics	20.00	25.00
Secretarial Science Department	350.00	325.00
Speech Department	700.00	800.00
Economics Dept.	50.00	75.00
Sociology Department	50.00	35.00
Education Department	100.00	200.00
English Department (including Griffin)	540.00	600.00
History and Government Department	50.00	50.00
Home Economics Department	1,635.00	1,500.00
Journalism	1,063.00	1,000.00
Lectures and Concerts	3,750.00	5,050.00
Music Department (including choir and orchestra)	500.00	1,000.00
Orchestra	100.00	00
Physical Education Department	2,050.00	2,500.00
Philosophy	00	25.00
Organ	300.00	365.00
Physics	50.00	00
Mathematics Department	30.00	50.00
Modern Languages Department	100.00	130.00
Membership Dues	400.00	450.00
Psychology Department	35.00	60.00
Student Guidance and Placement	1,200.00	1,300.00
Radio - KCLC	400.00	400.00
Travel - Faculty	1,000.00	1,500.00
Travel - Applicants	500.00	500.00
Summer Scholarships	200.00	650.00

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE (Cont.)

Student Assistants

Labor - Firemon, Janitor (education) Housemaids (education)
 Housemaids (residence and other buildings-not Library
 Roomer Hall, Fine Arts Bldg. or Health Center)

18,000.00

19,200.00

Library

10,025.00

10,610.00

Expense

Magazines

\$ 200.00

\$ 200.00

Newspapers

700.00

725.00

Binding and Repair

150.00

150.00

Salaries

325.00

300.00

Housemaids and Janitor

6,250.00

6,785.00

Janitor Supplies

800.00

850.00

Student Assistants

100.00

100.00

1,500.00

1,500.00

Office Expense

10,850.00

10,850.00

President's Office

1,000.00

900.00

Business Office

1,750.00

1,650.00

Admissions Office

3,000.00

2,900.00

Dean and Registrar's Office

1,000.00

900.00

Director Public Relations and Alumnae Secretary

1,000.00

900.00

Supervisor Plant Operation

100.00

100.00

General (telephone and telegraph)

3,000.00

3,500.00

Promotion

52,450.00

52,450.00

Admissions Counselors (salaries and travel expenso)

50,000.00

50,000.00

Admissions Counselors (supplies)

250.00

250.00

Counseling Agencies and others

1,000.00

1,000.00

Advertising - General

400.00

400.00

" - Magazines and newspapers

800.00

800.00

ESTIMATED DISBURSEMENTS - LINDENWOOD COLLEGE (Cont.)

		Budget 1952-1953		Proposed Budget 1953-1954
Publications				
Bulletins	\$ 3,000.00	\$ 8,650.00	\$3,300.00	\$8,900.00
Catalog and view book	4,950.00		4,900.00	
Student Hand Book	300.00		300.00	
Postage	<u>400.00</u>		<u>400.00</u>	
Scholarships		<u>50,000.00</u>		<u>50,000.00</u>
	Total Estimated Disbursements	\$593,410.65		\$616,321.50

MINUTES OF SPECIAL MEETING
BOARD OF DIRECTORS
LINDENWOOD FEMALE COLLEGE

St. Louis, Missouri
June 8, 1953

Pursuant to call and notice duly given to each member of the Board of Directors, in accordance with the By-Laws, a Special Meeting of the Directors of Lindenwood Female College was held in a dining room at the Statler Hotel, St. Louis, Missouri, at 12 o'clock Noon, June 8, 1953.

Prior to luncheon, a prayer was offered by Dr. Harry T. Scherer and immediately following the luncheon the meeting was called to order by Dr. Clarke.

The following Directors, being a quorum, were present:

Mr. Mellow	Mrs. Vogt
Mr. Blumeyer	Mr. Hickey
Dr. Clarke	Dr. Scherer
Mr. Cobbs	Mr. Armstrong
Mrs. Stockstrom	

Mr. Armstrong reported that he had received from Mr. Walter W. Head's nephew, Mr. Walter H. Baur, Mr. Head's resignation as a Director due to Mr. Head's ill health.

After discussion, it was the consensus that Mr. Head's resignation as an active Director be accepted, but that he continue as a Director emeritus. The following resolution was then presented:

"WHEREAS, Mr. Walter W. Head has served as a member of the Board of Directors of Lindenwood College for many years; and

WHEREAS, in this capacity he has rendered faithful and valuable services to the College, not only as a Director, but as a counselor; and

WHEREAS, he has now requested that he be retired as an active Director;

NOW, THEREFORE, be it resolved that Mr. Walter W. Head's resignation as a Director be with regret accepted and in recognition of his invaluable service to Lindenwood Female College that he hereafter be a Director emeritus.

RESOLVED FURTHER that a copy of the minutes of this meeting be sent to Mr. Head."

Mrs. Stockstrom, on behalf of the Buildings & Grounds Committee, reported that a careful study had been made of the matter of expenses incident to bringing Nicholls, Sibley and Butler Halls to the same standard as Cobbs and Irwin Halls.

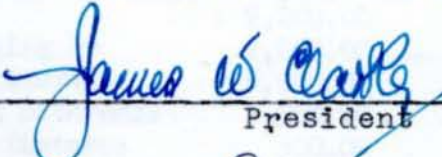
The Committee submitted an itemized report for each Hall, together with estimated costs.

A general discussion followed and the members of the Committee pointed out that it was not possible to do all of the work during the summer and also there was a question as to the advisability of appropriating the entire sum for these capital and maintenance expenditures.

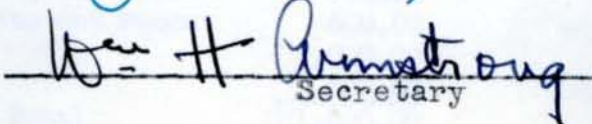
A motion was then made and duly seconded that the Buildings & Grounds Committee be duly authorized to expend a sum not exceeding \$45,000 during the summer in capital improvements, repairs and decorations for these Halls as the Committee, in its judgment, might determine, the Committee to report at the fall meeting of the Board.

A copy of the Committee's detailed recommendations is affixed to these minutes.

There being no further business to come before the Board, the meeting adjourned.



President



Secretary

June 8, 1953

The Buildings and Grounds Committee submits the following estimates on the cost of work in the dormitories and Sibley Chapel and recommends that this work be authorized as an investment in plant. It is further recommended that the improvements in Niccolls Hall and Sibley Chapel be done this summer and that the work in Butler and Sibley Halls be done next summer except that the floors in Butler and in Sibley be included in this summer's program.

NICCOLLS HALL

Goodall
Hickey

Painting interior	\$12,000.00
Furniture (bed frames and dressers)	5,100.00
Lighting fixtures - corridors	900.00
Parlor furniture and furnishings	2,000.00
Contingencies	<u>1,000.00</u>
Total	\$21,000.00

✓
man

SIBLEY CHAPEL

Goodall
Hickey

Painting interior	\$ 600.00
Floor	1,100.00
Electrical work and lighting fixtures	1,200.00
Material for enclosing area at rear of organ	300.00
Windows (8) - (Blinds or draperies)	<u>800.00</u>
Total	\$ 4,000.00

✓
man

SIBLEY HALL

Goodall
Hickey

Floors - 26 new floors, laid and sanding and refinishing 40 additional	\$ 5,600.00
Painting interior	7,800.00
Papering - corridors	2,300.00
Baths - Plumber, labor and fixtures	8,000.00
Material and labor - altering bathrooms and floors of baths	2,500.00
Electrical work and lighting fixtures	1,500.00
Parlor, draperies, rugs and decorating	5,000.00
Furniture (bed frames) - student rooms	1,000.00
Contingencies	<u>1,300.00</u>
Total	\$35,000.00

Lu gage
engineer
re Sibley-
10,000
& Parlor

BUTLER HALL

Goodall
Hickey

Painting interior	\$ 9,200.00
Floors - sanding and refinishing	2,200.00
Baths - Plumber, labor and fixtures	5,000.00
Material and labor - altering bathrooms	1,500.00
Electrical work and lighting fixtures	300.00
Furniture (bed frames) - student rooms	600.00
Parlor - furnishings	2,000.00
Contingencies	<u>800.00</u>
Total	\$21,600.00

Parlor

June 8, 1953

The Buildings and Grounds Committee submits the following estimates on the cost of work in the dormitories and Sibley Chapel and recommends that this work be authorized as an investment in plant. It is further recommended that the improvements in Niccolls Hall and Sibley Chapel be done this summer and that the work in Butler and Sibley Halls be done next summer except that the floors in Butler and in Sibley be included in this summer's program.

NICCOLLS HALL

Painting interior	\$12,000.00
Furniture (bed frames and dressers)	5,100.00
Lighting fixtures - corridors	900.00
Parlor furniture and furnishings	2,000.00
Contingencies	<u>1,000.00</u>
Total	\$21,000.00

SIBLEY CHAPEL

Painting interior	\$ 600.00
Floor	1,100.00
Electrical work and lighting fixtures	1,200.00
Material for enclosing area at rear of organ	300.00
Windows (8) - (Blinds or draperies)	<u>800.00</u>
Total	\$ 4,000.00

SIBLEY HALL

Floors - 26 new floors, laid and sanding and refinishing 40 additional	\$ 5,600.00
Painting interior	7,800.00
Papering - corridors	2,300.00
Baths - Plumber, labor and fixtures	8,000.00
Material and labor - altering bathrooms and floors of baths	2,500.00
Electrical work and lighting fixtures	1,500.00
Parlor, draperies, rugs and decorating	5,000.00
Furniture (bed frames) - student rooms	1,000.00
Contingencies	<u>1,300.00</u>
Total	\$35,000.00

BUTLER HALL

Painting interior	\$ 9,200.00
Floors - sanding and refinishing	2,200.00
Baths - Plumber, labor and fixtures	5,000.00
Material and labor - altering bathrooms	1,500.00
Electrical work and lighting fixtures	300.00
Furniture (bed frames) - student rooms	600.00
Parlor - furnishings	2,000.00
Contingencies	<u>800.00</u>
Total	\$21,600.00

MINUTES OF ANNUAL FALL MEETING
BOARD OF DIRECTORS
LINDENWOOD FEMALE COLLEGE

St. Louis, Missouri
October 12, 1953

Pursuant to call and notice duly given to each member of the Board, in accordance with the By-Laws, the Annual Fall Meeting of the Board of Directors of Lindenwood Female College was held in the Pine Room at the Missouri Athletic Club, St. Louis, Missouri, at 12:00 o'clock Noon, October 12, 1953.

The following Directors, being a quorum, were present:

Mr. Blumeyer	Dr. McCluer
Dr. Clarke	Mr. Mellow
Mr. Cobbs	Dr. Scherer
Mr. Dearmont	Mrs. Stockstrom
Mr. Garrett	Mrs. Vogt
Mr. Goodall	Mrs. Watkins
Mr. Hickey	Dr. Whitcomb
	Mr. Young

On motion duly made, seconded, and carried, the May 18, 1953 minutes and the June 8, 1953 minutes which had been previously mailed to the Board Members were approved.

The first order of business was the report of the President of the Board of Trustees. In making this report, Dr. Clarke stated that he had visited the campus several times since the opening of school and that he found a fine spirit and that everything was in order, and that he was happy with the increase in enrollment as well as with the work which had been undertaken and completed by the Buildings and Grounds Committee during the summer months. Dr. Clarke then recommended that Mrs. James A. Reed be elected to the Board of Directors to fill the existing vacancy. It was moved by Mr. Young and seconded by Mr. Hickey that this recommendation be adopted. Motion passed.

Dr. Clarke also recommended that the following appointments be approved:

Mr. Wayne H. Balch as Assistant Professor in the Music Department, at \$3,500.00.

Mr. Arthur L. Kanak as Instructor in the Art Department, at \$3,450.00.

Miss Betty Jack Littleton as Instructor in the English Department, at \$3,000.00.

Miss Doris A. Zoellner as Instructor in the Physical Education Department, at \$3,000.00.

It was moved by Mr. Blumeyer and seconded by Dr. Scherer that the faculty recommendations be accepted as read. The motion was unanimously carried.

Mr. Blumeyer, Chairman of the Finance Committee, advised that last year's deficit had been reduced to \$2,916.00 as of June 30, 1953, and that the over-all net gain for the past six years amounted to \$103,000.00. He further reported a portfolio decline of only \$200,000.00 since the first of the year, which is in keeping with the decline of the general market. Mr. Blumeyer then recommended that Miss Waye, as Assistant Secretary, be authorized to co-sign checks for the corporation on its funds deposited in the Bank of St. Louis, St. Louis, Missouri. Accordingly, the resolution attached to these minutes was adopted upon motion duly made and seconded. It was moved by Dr. Whitcomb and seconded by Mr. Hickey that the recommendation and the report of the Finance Committee be accepted with an expression of appreciation for Mr. Blumeyer's fine work. Motion passed.

Mr. Goodall, as acting chairman of the Buildings and Grounds Committee, reported that Sibley Chapel and the parlors in Sibley Butler and Nicholls Halls were redecorated, new flooring provided in the Dining Room, all rooms in Nicholls Hall painted and new

asphalt tile floors put down where needed in Butler. Mr. Goodall further reported that approximately \$43,000.00 had been expended on these repairs and improvements during the past summer although he was unable to announce the exact cost at the moment, due to the fact that not all of the bills had been submitted. The adoption of this report was moved.

Dr. McCluer gave a brief resume of his report as President of the College, which report had previously been mailed to the Board Members. He referred especially to that portion of his report which had to do with the subject of the Chapel to be erected, and financed through the combined efforts of Lindenwood College and the St. Charles Presbyterian Church. He further stated that the special committee appointed to study this project recommended that the Board of Directors of Lindenwood College authorize a campaign within the Synod for funds to erect a building to be used by the College as a Chapel and to be used by the St. Charles Presbyterian Church, with the understanding that the title to the church building be vested jointly in the College and in the Church and with the further understanding that the Church undertake to raise \$150,000.00 of the required amount, the balance of \$250,000.00 to be raised by the Board of Directors of Lindenwood College. After thorough discussion, Dr. Scherer moved the adoption of this report, which motion was seconded by Mr. Mellow and was unanimously carried (15 to 0).

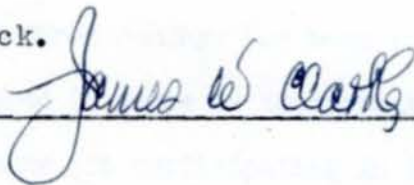
Speaking further, Dr. McCluer suggested that the rates for tuition, board and room be increased to the scale as contained in his report of October 12, 1953. After discussion, Mr. Blumeyer moved that the school fees be continued on the present basis for another year. This motion was seconded by Mr. Young. Upon placing this question before the

Board, Dr. Clarke found that ten members were in favor of Mr. Blumeyer's motion to allow the present schedule of rates to remain as is. Five Board members voted against the motion. Motion passed.

Dr. McCluer then recommended that Mr. Thomas W. Doherty be granted a year's leave of absence, without pay, to study in France as a candidate for the Ph.D. Degree and that Miss Pearl Walker be granted a year's leave of absence, without pay, to study at Columbia University as a candidate for the Doctor's Degree. Recommendation passed.

Dr. McCluer also recommended that the President of the College and the Dean of the College make a study of the possibility of evening courses for adult classes, and for the possibility of a summer session at the College for teachers. Finally, Dr. McCluer advised that the Union Electric Company at St. Charles had petitioned the College for permission to erect a radio antenna on the top of the water tower which is situated immediately in back of Sibley Hall. This question was referred to our counsel, Mr. Cobbs, and also to the Buildings and Grounds Committee, with the power to act.

There being no further business to come before the Board, the Committee adjourned at 2:03 o'clock.



Arthur S. Goodall, Acting Secretary

REPORT
of the
PRESIDENT OF THE COLLEGE
to the
BOARD OF DIRECTORS
of
LINDENWOOD COLLEGE

October 12, 1953

It is a pleasure to make this report to the Board of Directors of
Lindenwood College.

ENROLLMENT

361 full-time students, 3 special academic students, and 28 special music students have enrolled at the college this fall. Of the new students 189 are freshmen and 10 are members of advanced classes.

We believe that the opening has been a highly successful one. It is the first year in a great many that not one student has left college within the first month because of homesickness or for any other reason.

There is a substantial increase in the number of Presbyterians in the student body. There are twenty-three communions represented with the vast majority of students belonging to the following churches: Presbyterian, Methodist, Baptist, Lutheran, Congregational, and Disciples of Christ. The attendance of students at church for the first three Sundays has been very satisfying. Fourteen of our students volunteered to serve as teachers in the Sunday School at the Presbyterian Church and many are participating in the work of the choirs in the various churches in the community.

47% of our entering class was in the upper quarter of the high school class. We have a good entering class and a fine spirit on campus, the upper-class counselors having done an unusually good job this year in helping with Orientation Week.

We have an increase of 12.1% in total enrollment and an increase of 15.6% in the enrollment of boarding students. There are two encouraging features of this enrollment:

1. We have held a larger percentage of our old students than we have been holding and have an increase of 22.7% in the enrollment of sophomores, juniors, and seniors.

2. Our increase in total enrollment is substantially above the trend in enrollments in colleges and universities this year. Information has been secured directly from the four year colleges for women in the Middle West. This year there has been an increase of 5 students at Milwaukee-Downer, 2 at Western, a decrease of 28 at MacLurray, and an increase of 40 at Lindenwood. In Missouri Lindenwood is the only Presbyterian college reporting an increase. The University of Missouri reports a 5% increase in freshmen and less than 5% in total enrollment. Universities in the Big Ten report a 5% increase. At a meeting of the Nexus Committee of the Presbyterian College Union I found that more than one-half of the privately supported colleges in the area represented were reporting decreases and most of those who had increases had increases of less than 5%.

I was, however, much disappointed that the number of cancellations during the summer prevented us from holding the 20% increase in enrollment that we had June 1. 108 students who applied for admission at Lindenwood cancelled. This means that in order to have 361 students we had to sign 469. Personal letters were written to the parents of many who had cancelled in the hope that the interest which led them to make application would lead them to give us a frank statement as to the reason for change in plan. Some had given a reason with the letter of cancellation. Of the 58 to which personal letters were sent, 29 replied. The reasons given for change of plans in these replies were:

1. Desire for co-educational university experience.
2. Financial circumstances.
3. Friends in other schools.
4. Health.
5. Marriage.
6. Desire to be near home.

The first two of these reasons were given most frequently and more than one-half of those who replied went on to express appreciation of Lindenwood. Perhaps we should not generalize too quickly from these letters about cancellations but there are two very discouraging things about it. First, there is a large percentage of those whose daughters had been entered as freshmen who expressed great enthusiasm for Lindenwood as a college for women but who sent their daughters at the daughters' insistence to co-educational institutions. The second thing is the number of patrons whose daughters had been here one or two years who expressed enthusiastic confidence in Lindenwood with great appreciation of the work the daughter had done here but allowed her to transfer to a co-educational university.

COMMITTEE ON CHAPEL BUILDING

The committee appointed to survey the possibility of erecting a building to be used by the college as a chapel and by the St. Charles Presbyterian Church has held several meetings and has arranged with an architect to make some proposed sketches on which estimates of cost were given. The estimated cost of the proposed building is \$400,000.

The committee also met with a representative of Ward, Wells, Dreshman & Reinhardt and concluded that the campaign to raise this money within the Synod would cost at least \$25,000.

The President of the Board met with the committee which has been chaired by the President of the College and consists of two representatives of the Board of Lindenwood - Dr. Harry T. Scherer and Mr. Wesley Mellow - and two representatives of the Session of the Church - Mr. Allen Clarke and Mr. Matthew Gauss. At the meeting last week the pastor of the St. Charles Presbyterian Church was also present.

The committee recommends that the Board of Directors of Lindenwood College authorize a campaign within the Synod for funds to erect a building to be used by the college as a chapel and to be used by the St. Charles Presbyterian Church with the understanding that the title to such a building be vested jointly in the college and in the church and with the further understanding that the church undertake to raise \$150,000 of the required amount.

IMPROVEMENTS IN THE DORMITORIES AND SIBLEY CHAPEL

The improvements voted by the Board last spring as a capital expenditure have been appreciated greatly by the students and admired by visitors.

Sibley Chapel and the parlors in Sibley, Butler and Miccolls were redone and a new floor was provided in the dining room. (Investigation revealed that a new floor in the dining room was in the nature of an emergency.) Sibley Chapel in which music recitals are given every Tuesday afternoon was converted into one of the most attractive places on the campus. All the rooms in Miccolls were painted and new asphalt tile floors were put down where needed in Butler.

We are all grateful to the Buildings and Grounds Committee for the time and thought which they gave to these improvements during the summer and for the very fine results which have been obtained.

LINDENWOOD ALUMNAE

In connection with a survey of 43 Presbyterian colleges, questionnaires were sent to the graduates of Lindenwood and other institutions. 83% of the

Lindenwood graduates who replied are married and 80% of this group are mothers. The number of children in the family ranges from 1 to 5.

Of the total number replying, including married and single women, 46% are employed in some work outside the home. Those who are engaged in career work are lawyers, research workers; laboratory technicians; teachers, secretaries; radio announcers, program directors, etc.; and Y.W.C.A. and church workers. A high percentage are engaged in voluntary work in church and community.

The comments of the alumnae who filled in these questionnaires are of help to us in studying our current program. Some graduates of many years ago felt that their college life had prepared them for community responsibility better than for home duties. It is believed that the human relations curriculum introduced at the college recently may have strengthened the college in this respect.

Specific courses were mentioned as having special carry over value in life after graduation but many emphasized the fact that the college helped in teaching one to think clearly and that its greatest service had been in "stimulating thought and conscience". The total atmosphere of the college community, courses in Bible and other subjects, the vesper and chapel services, and activities of the Student Christian Association were mentioned as contributing to a healthful religious life.

The program for Alumnae Weekend scheduled in the fall at the request of the Alumnae Association has been placed in your hands. It is hoped that members of the Board will be present for the convocation at 10:00 Saturday morning, October 17.

FACULTY

The faculty is starting the fall program with great enthusiasm. Dr. Agnes Bibley is back in her place in the English Department after two years of teaching in England as an exchange professor. Miss Mildred Fischer has returned from

the summer in Finland where she completed a number of oil paintings and Dr. Dorothy Williams, of the History Department, has returned from a summer's study in England. Dr. Alice Parker is lecturing in England this fall under the auspices of the British-American Associates.

New members of the staff are Mr. Wayne Balch, who holds his bachelor's degree from Wheaton College and his master's from the American Conservatory of Music, who will teach organ in the Department of Music; Miss Betty Jack Littleton, one of our own graduates who holds her master's degree from Stanford University, has been added to the Department of English; Mr. Arthur Kanak, who holds his bachelor's and master's degrees from the State University of Iowa, is taking Mr. Hiddents' place in the Department of Art for a two year period; and Miss Doris Zoellner, who holds her bachelor's degree from Webster College, replaces Mrs. Arney as modern dance and swimming instructor in the Department of Physical Education.

FINANCIAL PROMOTION

We have not been in any vigorous campaign for funds but have made annual appeals to the alumnae to help us with the deficit in operations and with scholarship grants and have been cooperating with the Missouri College Joint Fund Committee, Inc. and with other Presbyterian colleges in Missouri in appealing to the churches for the \$1.00 per member support for the Presbyterian colleges in Missouri. Last year we received \$2,720.23, \$1,981.81, and \$1,172.25 from these appeals respectively and it is hoped that we shall receive a better response this year. I am confident that we shall receive larger support from the \$1.00 per member campaign among the churches.

BUDGETARY PROBLEMS

The income from students during the year on the basis of the enrollment will be \$36,280 less than the income which was anticipated from this source in making up the budgets for 1953-54. On the basis of the anticipated income we would have had a total income from endowment, student fees and all other fees of \$31,391 more than the total expenditures under the two budgets. The total estimated expenditures of the two budgets would, therefore, be \$4,889 in excess of the total income from all sources.

In light of this fact the Business Manager and the President of the College have made some study of our operation for the year. We believe that in the budget of Lindenwood Female College we can save at least \$2,000. Last year operations from the tea room and book store gave us a net profit of \$4,900. With an increase in student enrollment, we believe that these auxiliary enterprises ought to yield us a profit of at least \$5,000. We have budgeted an income from these sources of \$3,000. The Presbyterian Board of Christian Education will receive this month the recommendation of the Executive Committee of the Presbyterian College Union that the \$136,000 held back to be appropriated after audit reports had been received be distributed in equal amounts among the several approved colleges. This recommendation will, I am sure, be approved and we shall receive approximately \$3,200 which has not been included in our estimate of income. This means that the total of these savings would give us a \$10,000 margin to apply on the anticipated \$4,889 loss.

In addition, it should be noted that when salaries were increased last year \$5,000 was included in the budget for distribution among members of the administrative staff in increases, these increases to be approved by the President of the Board and the President of the College. Increases totaling approximately \$2,400 were distributed to the Business Manager, the Director of Guidance and Placement, and the secretaries leaving us an unexpended \$2,608 in this budget item.

STUDIES

Two studies are being made at the college, the results of which will be handed to Board committees and to members of the Board:

1. A study of salaries from 1940 to the present.
2. A study of curricular offerings and requirements for graduation

which is being made by the Educational Policies Committee of the faculty.

RECOMMENDATIONS

It is recommended that the rates for tuition, board and room be increased according to the following scale:

Basic rate for board, room and tuition, and student activity fee	-	\$1,395
Charge for a single room, without connecting bath	-	50
Charge for a double room with connecting bath	-	60
Charge for a single room with connecting bath	-	80

It is recommended that the following appointments be approved:

Wayne H. Balch, Assistant Professor in the Music Department, at \$3,500.

Arthur L. Kanak, Instructor in the Art Department, at \$3,450.

Betty Jack Littleton, Instructor in the English Department, at \$3,000.

Doris A. Zoellner, Instructor in the Physical Education Department, at \$3,000.

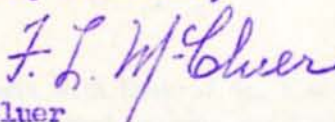
It is recommended that Mr. Thomas W. Doherty be granted a year's leave of absence without pay to study in France as a candidate for the Ph.D. degree.

It is recommended that Miss Pearl Walker be granted a year's leave of absence without pay to study at Columbia University as a candidate for the doctor's degree.

October 12, 1953

It is recommended that the President of the College and the Dean of the College make a study of the possibility of evening courses for adult classes and for the possibility of a summer session at the college for teachers.

Respectfully submitted,



F. L. McCluer
President

FLM:MY

Bank of St. Louis

FORMERLY INDUSTRIAL BANK
NINTH AND WASHINGTON (1) MEMBER FEDERAL DEPOSIT
INSURANCE CORPORATION

St. Louis, Mo.

Gentlemen:

At a ^{regular} _{special} meeting of the Board of Directors of the Lindenwood College St. Charles, Mo.

duly held on the 12th day of October 1953, the following resolution which is still in-force and effect, was duly adopted and a written record thereof made, namely:

RESOLVED THAT:

(1) The funds of this company on deposit with Bank of St. Louis, shall be subject to withdrawal on the signature of any 2 of the following named persons and that said Bank be, and it is hereby, authorized and directed to pay all checks so signed, regardless of the amount in which they may be drawn or to whom they may be payable; including the signer or signers thereof.

Thomas H. Cobbs-Vice-President J. T. Garrett, Vice-President

Arthur A. Blumeyer-Treasurer Wm. H. Armstrong, Secretary

Miss Cora Waye, Assistant Secretary

(Titles of officers and/or other persons authorized; e. g.,: President, Treasurer, etc.; also please indicate in what manner the above named officers are to sign--singly, any two, or jointly, etc.)

(2) That _____

(Title of officers and/or other persons authorized to borrow money; e. g.: President, Treasurer, etc.; also please indicate in what manner the above named officers are to sign--singly, any two, or jointly, etc.)

of this company be and they are hereby authorized to effect loans from time to time for and on behalf of this company from Bank of St. Louis, and to renew or extend such loans from time to time; and for such loans (and any and all renewals and extensions) to make, execute and deliver to said Bank of St. Louis, the promissory notes, endorsements and other obligations of this company, and to pledge as security for such loans (and any and all renewals or extensions thereof) the endorsements, stocks, bonds, bills receivable and other property of this company. The proceeds of all such loans, renewals, extensions, shall be placed from time to time, as made to the credit of this company on the books of said Bank of St. Louis and such credit shall have the same force and effect as if the amount thereof had been duly paid to this company in cash.

Signed and delivered this 16th day of November 19 53

(SEAL)

Thos. H. Cobbs
Vice - President.

Wm. H. Armstrong
Secretary.

LINDENWOOD FEMALE COLLEGE

MINUTES OF SPECIAL MEETING OF THE FINANCE COMMITTEE

St. Louis, Missouri
December 24, 1953.

Pursuant to the request of the Chairman and the consent of all members of the Finance Committee, as evidenced by their signatures hereto, a meeting of the members of the Finance Committee of Lindenwood Female College was held this 24th day of December 1953 and the following resolution was unanimously adopted:

RESOLUTION

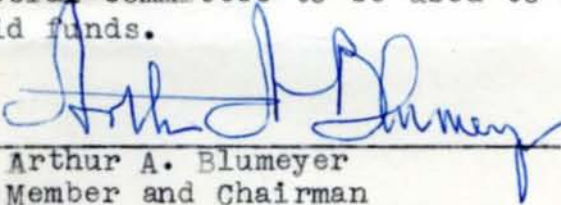
WHEREAS, the Board of Directors of Lindenwood Female College have heretofore approved a plan for joining with the Presbyterian Church of St. Charles, Missouri, in an effort to raise funds for the building of a Church which will include a Chapel for Lindenwood College; and

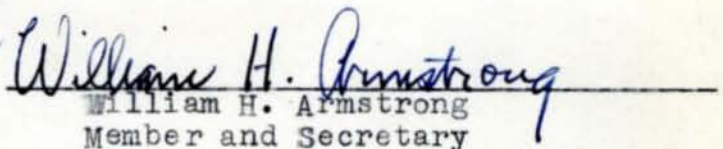
WHEREAS, said Board has appointed a special committee to act with a similar committee of said Church in an effort to raise the sum of \$400,000.00 for that purpose; and

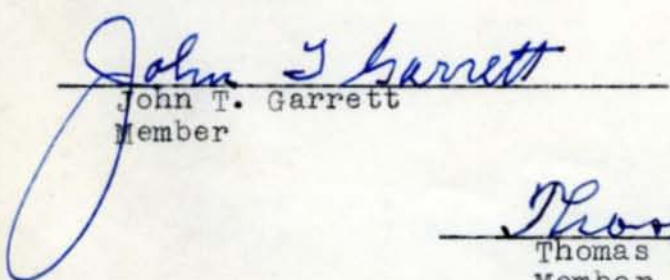
WHEREAS, the Synod of Missouri has authorized the College to conduct such a campaign; and

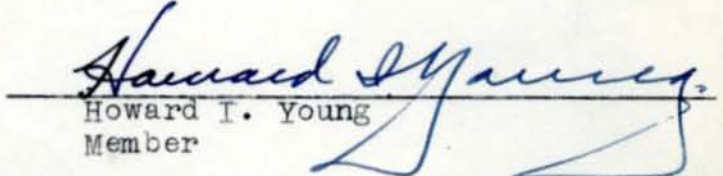
WHEREAS, some special funds are needed for expenses of the committee.

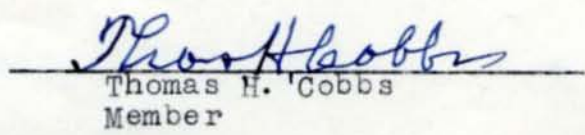
NOW THEREFORE, BE IT RESOLVED, that \$5,000.00 of the funds of Lindenwood Female College be set aside and turned over to said special committee to be used to finance said campaign for raising said funds.


Arthur A. Blumeyer
Member and Chairman


William H. Armstrong
Member and Secretary


John T. Garrett
Member


Howard I. Young
Member


Thomas H. Cobbs
Member

