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## Lindenwood College Board of Directors Minutes and Papers, March 1, 1963 to December 30, 1965

Lindenwood College

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LINDENWOOD FEMALE COLLEGE

MINUTES

MARCH 1, 1963 - DECEMBER 30, 1965

MINUTES OF MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
March 1, 1963

Pursuant to call and notice duly given each member of the Board of Directors and to the members of the Advisory Board, in accordance with the By-Laws, the annual winter meeting of the Board of Directors and of the Advisory Board of Lindenwood Female College was held at the Chase Hotel at 1:00 p.m. on March 1, 1963.

The following Directors and Members of the Advisory Board, being a quorum, were present:

|                 |              |
|-----------------|--------------|
| Mr. Young       | Dr. Sweazey  |
| Mrs. Watkins    | Dr. McDowell |
| Mr. Johnson     | Dr. Skinner  |
| Mrs. Stockstrom | Mr. Mellow   |
| Mr. Armstrong   | Dr. Hickey   |
| Admiral Souers  | Mr. Rowland  |

Dr. Franc L. McCluer, President of the College, and Mr. Robert C. Colson, Business Manager of Lindenwood College, were also present.

Mr. Young, President of the Board of Directors, acted as Chairman of the meeting, and Mr. Colson acted as Secretary of the meeting.

The meeting was opened with prayer by Dr. McCluer.

On motion made, seconded and carried, the minutes of the meeting of the Board of Directors held on November 1, 1963, as previously distributed, were approved.

As Chairman of the Special Committee on Development, Mr. Rowland reported that a meeting was scheduled for April and that a progress report would be presented at the next regular meeting of the Board.

President McCluer then presented his report to the Board. A copy of the report is attached to these Minutes.

The following recommendations were approved on motion made, duly seconded and carried:

That Dr. Mary Talbot be given a sabbatical leave of one semester, with salary, for the first semester of 1963-1964.

That Mr. John Wehmer be given a leave of absence for one semester, without salary, for the second semester of 1963-1964.

Motion was made to approve the recommendation of the President of the College that the faculty be notified that tenure may be considered at the end of two and one-half years of service and must be considered after four and one-half years of continuous service if staff members hold the rank of Assistant Professor or higher. The motion was duly seconded and carried.

No action was taken on the recommendation that the Administration be authorized to give tenure to anyone holding the rank of Associate Professor or higher at any time after the first year.

Motion was made that Mrs. Louise Johnston be elected to the Advisory Board for the term of office 1963-1969. The motion was seconded and unanimously carried.

Mr. Hickey moved that the Board of Directors approve the recommendation of the faculty committee of the Board of Directors and the administration and faculty of the college for the conferring of honorary degrees on the following named persons:

Doctor of Laws - John M. Wolff

Doctor of Laws - Stratford Lee Morton

Doctor of Humanities - Teresa M. Fischer (Mrs. Aaron Fischer)

The motion was seconded and carried.

The report of the meeting of the Finance Committee held on February 27 given by Admiral Souers, Chairman of the committee, was accepted as presented. Copy of the minutes of the Finance Committee meeting is attached.

On motion by Admiral Souers, duly seconded and carried, the President of the College was authorized to increase the budget for faculty salaries for the 1963-1964 fiscal year in the amount of \$35,000.

Admiral Souers, Chairman of the Finance Committee, reported that in accordance with the previous direction of the Board of Directors, the Finance Committee had been in negotiation for the sale of the Maud Garrett farm located in Holt County, Missouri.

He further reported that the Finance Committee had received and accepted an offer from Joy L. Trimmer and Addie Lou Trimmer, his wife, for the purchase of the property, for a total sale price of Twenty-Seven Thousand Dollars (\$27,000.00), of which One Thousand Dollars (\$1,000.00) in earnest money had been received.

After discussion, the following resolution was presented, its adoption moved, duly seconded and unanimously carried:

RESOLVED, that this Board of Directors approve the acceptance of the offer of Joy L. Trimmer and Addie Lou Trimmer, his wife, to purchase the property belonging to this Corporation, described as follows:

The Northeast Quarter (NE $\frac{1}{4}$ ) of Section 27, Township 62, Range 38, containing 160 acres of land, more or less; subject to roads, right-of-way and easements, if any,

situated in the County of Holt, State of Missouri, for the sum of Twenty-Seven Thousand Dollars (\$27,000.00) cash, One Thousand Dollars (\$1,000.00) in earnest money and Twenty-Six Thousand Dollars (\$26,000.00) on the date of closing.

RESOLVED, that the other terms and conditions of the Sales Contract presented to this meeting, be ratified and approved.

RESOLVED FURTHER, that the President or a Vice-President and the Secretary or Assistant Secretary of this Corporation be authorized to execute and deliver to the purchasers at the time of closing, a General Warranty Deed containing the usual warranties and covenants.

RESOLVED FURTHER, that the Officers of this Corporation be and are hereby authorized to take any other and further action as may be necessary to consummate the sale of this property.

There being no further business, the meeting was adjourned with the benediction given by Dr. Sweazey.

\_\_\_\_\_  
Chairman

R. C. Colson  
Secretary

March 1, 1963

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

March 1, 1963

It is a pleasure to make this mid-year report to the Board of Directors and Advisory Board of Lindenwood College.

STUDENT PERFORMANCE

The student performance in the classroom this year is superior to that of recent years. Two students were dropped at the end of the first semester for academic failure the second time, and four were suspended. Fifteen students made straight "A" averages for the first semester, seven of them being members of the freshman class. Sixty-one students earned above 3.5 grade point average or better and were listed on the Dean's Honor Roll.

Lindenwood cooperates in the sophomore testing program, which is given to sophomores at a great many colleges and universities at the beginning of the second semester. The median score of Lindenwood students in social sciences, in literature, and in science was on the 70th percentile of the students tested across the nation. This median was on the 75th percentile in mathematics and fine arts. Thirty-seven of our sophomores made high scores and ranked on the 98th percentile or above. Sixteen of these thirty-seven were in mathematics.

In addition to the students who were suspended two students withdrew. Two left the campus for study abroad the second semester, and nine completed the requirements for graduation and will return for commencement. Seventeen additional students enrolled the second semester.

#### RELIGION-IN-LIFE WEEK

Religion-in-Life Week under the leadership of The Reverend Canon Standrod T. Carmichael was one of the most stimulating and helpful we have had in many years. Canon Carmichael spoke daily at the chapel hour, addressed a number of classes, took part in the presentation of the play "For Heaven's Sake", and was available for question and answer periods at the end of each day.

The visitors who assisted in the program during the week were:

Gyo Obata, principal designer for Hellmuth-Obata-Kassabaum, St. Louis architectural firm, who spoke on "Modern Man and Architecture."

Siegfried Reinhart, a distinguished St. Louis painter and a nationally acclaimed artist, who spoke on "Art and Man: The Art of Being a Man".

Robert Harmon, an outstanding designer-craftsman associated with Emil Frei, nationally prominent St. Louis stained glass house, who spoke on "Man: A Creature of Hope in a New Creation".

ACADEMIC ADMINISTRATION OF THE COLLEGE

The work of the Curriculum Restudy Committee has been carried on by the divisions. The Division of Natural Sciences is proposing a course in The Philosophy of Science for upperclass students, and a course in Physical Science to include basic instruction in chemistry and physics. The Division of Humanities has conducted two experimental seminars for students, one for a group of freshmen and the other for a group of upperclassmen, in which we have used "team" teaching. Students and faculty alike are enthusiastic about this experiment and are suggesting an experimental course of this nature for sophomores next year. Mr. Little, Chairman of the Department of Music, has introduced comprehensive examinations for music majors at the end of the junior year, and jury examinations for students from other departments who take piano and voice lessons. He and Miss Isidor have integrated their classes in Theory and History of Music in preparation for a performance of Bach's Passion According to St. John on April 5 in St. Louis and will study the work closely and will take the class to the performance as a climax to this project. The Division of Social Sciences is reorganizing the course in History of Civilization which has been required of all students.

The increased appropriation for the library from the college budget and from the Kellogg grant enabled us to add more volumes the first semester than we have for any one year except for the year 1962. Circulation in the library has increased greatly and we are faced with a problem in the use of space which probably can be handled satisfactorily for the next few years.



REAPPRAISAL COMMITTEE

The General Assembly committee on the reappraisal of all our Presbyterian Colleges has had several meetings. The colleges are represented on the committee by the President of Lafayette College and the President of Lindenwood College. The committee is submitting a series of questions to each institution based on the characteristics of the church college as set forth in the Skinner report. We should like to have the cooperation of the members of the Board of Directors and the Advisory Board in replying to some of these questions and in reviewing all our answers.

PLANNING FOR THE FUTURE

In the ten year period from 1952 to 1962 the number of full-time students in accredited colleges and universities in Missouri increased from 33,900 to 66,400. Publicly supported institutions enrolled 38,400 of these students, or 58%. Enrollment projections for the period 1960 to 1975 indicate that there will be a 90% increase by 1970 and 142% by 1975.

Three consultants were employed by a sub-committee to report to the Governor's Council on Higher Education of Missouri. The consultants were

Robert J. Keller, Professor of Education, University of Minnesota

Allan O. Pfnister, Associate Professor of Higher Education, Center for the Study of Higher Education, University of Michigan.

Raymond C. Gibson, chairman, Director of the Division of Higher Education, School of Education, Indiana University.

The major recommendations which concern the privately supported colleges are:

1. The State Legislature should appropriate \$350,000 to provide 500 scholarships for the first year of the 1963-65 biennium, and add 500 each year until 2,000 would be provided by the fall of 1966.
2. The State Legislature should establish a Council on Higher Education to coordinate purposes, plans, and institutional research for higher education in Missouri.

A bill to implement some recommendations has been introduced into the House of Representatives and hearings were held on it last week. The bill provided for a Council representing the tax supported institutions only, and an Advisory Council including representatives of all institutions of higher education in the State. After the hearing, it was agreed to rewrite the bill to provide for one Council.

We are hoping that the scholarship program will be introduced into the Assembly at this session.

As we continue our planning for the future, we can anticipate a higher percentage of the college age group in colleges by 1970 and, therefore, a substantial increase in the number of college and university students. It has been estimated by students of the rising costs of education that cost to a family of sending a son or a daughter to college by 1970 will be three and one-half times what it was in 1960, while gross personal incomes will be less than double that of 1960. There are some factors in the situation which will encourage us to increase tuitions and fees, such as the rising trend in family incomes, and the establishment of public funds scholarships and the widespread use of credit. There are also some negative factors that those of us in the private colleges must watch closely, such as the growing trend of students to attend what we call a "commuter college". A vast majority

of the students who live in cities may attend college while living at home, and some of the increase in the number of students wishing to enter college will come from lower income groups. A further factor is the rise in the size of the family to reinforce the tendency to live at home while attending college.

We may expect, I think, a gradual increase in the amount of gifts from corporations to such groups as the Missouri College Joint Fund Committee, and perhaps some increase in the number of bequests that colleges may receive, especially if we can popularize bequests among those with relatively small estates.

At the same time we must anticipate a continuing rise in faculty salaries and in construction costs to provide the facilities to take care of an increased student load.

Our own development program continues to move very slowly, but plans made by the Committee on Development lead us to anticipate considerable progress this spring.

Since last year Mr. Doenges and I have called on 131 corporation executives, averaging 3 calls for one interview. Mr. Doenges' classification of the reports we have received lists 56 of these corporations as favorable to making some gift, 46 without commitment but interested, 12 have refused, and 17 have indicated no tift at present. Calls have also been made on 33 individuals.

The total amount that has come to the College from the end of the year 1960 to February, 1963, through the Development Program is a little over \$90,000. In round numbers 24 alumnae have pledged or given \$3,500 to the Development Program, 12 members of the Board have given or pledged approximately \$50,000, parents of students or of former students \$12,000, and corporations \$25,000.

March 1, 1963

In connection with gifts to the College this year, the report of the alumnae is encouraging. The reported gifts of over \$20,000 is almost double the highest amount given in the annual solicitation except for the year in which a capital gift of \$9,000 was included. The Alumnae Council is meeting February 25 to plan a more vigorous campaign for financial support this spring.

A steering committee of nine St. Charles citizens is planning a community support fund as an annual effort. They have listed 250 prospects who will be called on in April, and they are having a dinner at Bellerive Country Club for 25 or 30 men who will constitute the Sponsoring Committee and will do the soliciting.

It is hoped that at the meeting of the Board of Directors and Advisory Board on March 1 our solicitation under our announced Development Program will be the chief subject of discussion.

#### EMPLOYMENT OF AN ARCHITECT

Pursuant to the authority given the Administration at the last Board meeting Mr. Kenneth Wischmeyer has been employed as the architect for the science and mathematics building. He has prepared some preliminary sketches and submitted them to the Division of Natural Sciences. We shall hope to have Mr. Wischmeyer and the Buildings and Grounds Committee on campus to make a determination with reference to the site of the building as soon as Mr. Goodall returns.

#### RECOMMENDATIONS

It is recommended that Dr. Mary Talbot be given a sabbatical leave of one semester, with salary, for the first semester of 1963-64

It is recommended that Mr. John Webner be given a semester's leave of absence, without salary, for travel in Europe the second semester of 1963-64.

It is recommended that the faculty be notified that tenure may be considered at the end of two and one-half years or four and one-half years of service if staff members hold the rank of Assistant Professor or higher, and that the Administration be given permission to give tenure to anyone holding the rank of Associate Professor or higher any time after the first year.

Respectfully submitted,

F. L. McCluer  
President of the College

1. Beginning with the 1963-1964 fiscal year, to permit on a temporary basis the use of the college's current and operating account not needed for operational purposes for at least three months in short term Treasury Bills, savings accounts, or certificates of deposits.
2. To consider at a meeting of the Finance Committee to be held the latter part of March, the calling of some low yield current assets in order to pay a portion of the individuals.
3. Authorizing the President of the College to employ the firm of Dept. Price & Company to audit the college accounts at the end of the 1962-1963 fiscal year.
4. To recommend to the Board of Directors that \$35,000 be added to the faculty salary budget for 1963-1964.

Alfred W. Emery, Chairman

MINUTES OF MEETING OF  
FINANCE COMMITTEE  
OF  
LINDENWOOD COLLEGE

St. Charles, Missouri  
St. Charles, Missouri  
February 27, 1963

Pursuant to call by the Chairman, a meeting of the Finance Committee of Lindenwood College, St. Charles, Missouri, was held at the office of Admiral Souers, 1501 Locust Street, St. Louis, Missouri, at 3:30 p.m., February 27, 1963.

The following members of the committee were present:

Mr. Young  
Admiral Souers, Chairman

Dr. McCluer, President of the College, and Mr. Colson, Business Manager of the College, were also present.

On separate motions, duly seconded and carried, the following actions were taken:

1. Beginning with the 1963-1964 fiscal year on June 15, 1963, to invest on a temporary basis such funds in the endowment income account and operating account not needed for operational purposes for at least three months in short term Treasury Bills, savings accounts, or certificates of deposits.
2. To consider at a meeting of the Finance Committee to be held the latter part of March, the selling of some low yield common stocks in order to pay a portion of the indebtedness.
3. Authorize the President of the College to employ the firm of Boyd, Franz & Company to audit the college accounts at the end of the 1962-1963 fiscal year.
4. To recommend to the Board of Directors that \$35,000 be added to the faculty salary budget for 1963-1964.

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Sidney W. Souers, Chairman

R. C. Colson

MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
May 3, 1963

A special meeting of the Board of Directors and Advisory Board of Lindenwood Female College was called by Mr. Howard I. Young, President of the Board of Directors, at the Statler Hotel at 12:30 p.m. on May 3, 1963.

The following members were present:

|               |                 |
|---------------|-----------------|
| Mr. Young     | Mr. Goodall     |
| Mr. Hickey    | Mrs. Wright     |
| Mr. Armstrong | Mrs. Stockstrom |
| Mrs. Watkins  | Admiral Souers  |
| Mr. Mellow    | Mrs. Lilly      |

Dr. Franc L. McCluer, President of the College, and Mr. Robert C. Colson, Business Manager of Lindenwood College, were also present.

The meeting was opened with prayer by Dr. McCluer.

Mr. Armstrong submitted the following resolution effecting the sale of certain securities:

WHEREAS, Lindenwood Female College is an educational institution created under the laws of the State of Missouri, and

WHEREAS, fifty (50) shares of capital stock of Texaco Inc., represented by Certificate No. N090601, were registered in the name Lindenwood College, and

WHEREAS, the same have been sold and endorsed by the President of Lindenwood College;

NOW, THEREFORE, BE IT RESOLVED:

That the action of the President of Lindenwood College in selling and endorsing fifty (50) shares of capital stock of Texaco Inc., represented by Certificate No. N090601, be and the same is hereby ratified and confirmed;

RESOLVED, that the President, or a Vice-President of this Corporation, be and is hereby authorized to endorse said stock, or a stock power affixed thereto, for transfer;

RESOLVED FURTHER, that a copy of these resolutions shall be certified by the Secretary of Lindenwood Female College and delivered to the Transfer Agent for Texaco Inc., in order to effectuate said sale and transfer.

The adoption of the resolution was moved by Mr. Armstrong, duly seconded and carried.

Upon motion by Mr. Hickey, duly seconded and carried, the candidates as listed for degrees were approved subject to satisfactory completion of requirements. The list of candidates for degrees is attached to these Minutes.

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Secretary

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Chairmen

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Mr. E. J. [Name], Secretary



RESOLUTIONS

WHEREAS, Lindenwood Female College is an educational institution created under the laws of the State of Missouri, and

WHEREAS, fifty (50) shares of capital stock of Texaco Inc., represented by Certificate No. NO90601, were registered in the name of Lindenwood College, and

WHEREAS, the same have been sold and endorsed by the President of Lindenwood College;

NOW, THEREFORE, BE IT RESOLVED:

That the action of the President of Lindenwood College in selling and endorsing fifty (50) shares of capital stock of Texaco Inc., represented by Certificate No. NO90601, be and the same is hereby ratified and confirmed;

RESOLVED, that the President, or a Vice-President of this Corporation, be and is hereby authorized to endorse said stock, or a stock power affixed thereto, for transfer;

RESOLVED FURTHER, that a copy of these resolutions shall be certified by the Secretary of Lindenwood Female College and delivered to the Transfer Agent for Texaco Inc., in order to effectuate said sale and transfer.

Wm. H. Armstrong, Secretary



CERTIFIED COPY OF RESOLUTIONS

The undersigned hereby certifies that he is the duly elected, qualified and acting Secretary of Lindenwood Female College, and that at a meeting of its Board of Directors duly called, at which a quorum was at all times in attendance, the following resolutions were adopted:

"WHEREAS, Lindenwood Female College is an educational institution created under the laws of the State of Missouri, and

WHEREAS, fifty (50) shares of capital stock of Texaco Inc., represented by Certificate No. N090601, were registered in the name of Lindenwood College, and

WHEREAS, the same have been sold and endorsed by the President of Lindenwood College;

NOW, THEREFORE, BE IT RESOLVED:

That the action of the President of Lindenwood College in selling and endorsing fifty (50) shares of capital stock of Texaco Inc., represented by Certificate No. N090601, be and the same is hereby ratified and confirmed;

RESOLVED, that the President, or a Vice-President of this Corporation be and is hereby authorized to endorse said stock, or a stock power affixed thereto, for transfer;

RESOLVED FURTHER, that a copy of these resolutions shall be certified by the Secretary of Lindenwood Female College and delivered to the Transfer Agent for Texaco Inc., in order to effectuate said sale and transfer."

and he further certifies that said resolutions remain in full force and effect.

Wm. H. Armstrong, Secretary



LINDENWOOD FEMALE COLLEGE

CERTIFICATE OF INCUMBENCY

The undersigned hereby certifies that:

Wm. H. Armstrong is the duly elected and acting Secretary of Lindenwood Female College;

Howard I. Young is the duly elected and acting President of Lindenwood Female College;

Philip J. Hickey and Mrs. Horton Watkins are the duly elected and acting Vice-Presidents of Lindenwood Female College.

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Wm. H. Armstrong,  
Secretary



CANDIDATES FOR DEGREES

May 1963

Bachelor of Arts Degree

Ann Barrett Arnold  
Barbara Lee Bacon  
Elizabeth Ann Barnhill  
Kathleen Ann Belland  
Juliam Bottorff  
Leanna Cahherine Boysko  
Patricia Ann Bringer  
Elizabeth Caldwell Burnett  
Marcia Ann Cooper  
Roberta Weems De La Torre  
Dorothy Rowena Doenges  
Dianne Sylvia Douglas  
Susan Carole Drozda  
Deann Duff  
Dorothy Elaine Schultz Eirten  
Gwyn Watson Ellis  
Gunilla Fredriksson  
EllenGentile Gerken  
Nancy Joan Gillard  
Josanne Margsret Haldeman  
Patricia Anne Havlis  
Nancy Louise Hollett  
Julie Kristen Holm  
Meredith Lynne Kasten  
Carole Ellen Krahn  
Joan Louise Leiper  
Judy Ann Letson  
Dolores Anne Lienau  
Laura Ruth McCord  
Marilyn Sue Malone  
Freda Grace Miller  
Marcia Minsky  
Barbara Ann Mogg  
Linda Joyce Nash  
Joan Ann Nixon  
Judith Elaine Petterson  
Martha Gene Ritter  
Judy Elizabeth Ross  
Virginia Desne Crawford Ross  
Ellen Jane Schnute  
Kristi Elizabeth Slayman  
Linda May Spradlin  
Nancy Helen Stark  
Astri Suhrke  
Mary Patricia Tansey  
Kathryn Vesta Taylor  
Judith O'Rinda Trauernicht  
Constance Kay Wolter  
Susan Elaine Wood

CANDIDATES FOR DEGREES

May 1963

Bachelor of Science Degree

Darla Jane Ames  
Barbara Winslow Bearse  
Susan Lillian Berlemann  
Joan Otti Bernhard  
Barbara Kay Brockgreitens  
Helen Alice McQuitty Clevenger  
Aylin Galin Crawford  
Emmy Lou Daniel  
Phyllis Carolyn Daugherty  
Lucinda Margaret Depping  
Jo Ann Dillinger  
Mary Elaine Pitts Drerup  
Judith Faulkner  
Linda Anne Foley  
Sandra Goot  
Sharon Louise Hartmann  
Alice Lillian Holtgrewe  
Jo Ann Hudson  
Judith Louise Koch  
Marilyn Kay Lewis  
Nancy Elizabeth Light  
Sarah Lou Little  
Margaret Jean Magnah  
Patricia Joan Martin  
Joan Lee Maupin  
Kerol Lynn Novak  
Carol Lynne Osadcky  
Nan Jo Schwada Patterson  
Priscilla Lynne Randall  
Karen Louise Rasmussen  
Shirley Ann Schulte  
Bonnie Slagle  
Judith Anne Stute  
Mary Lynne Sunderman  
Mary Jane Brockman Zoeller

Bachelor of Music Education Degree

Margaret Cowdrey Blumers  
Elizabeth Ann Bricker  
Betty Lu Standley Briner  
Keren Cloward  
Sarah Tibbals Patton  
Shirley Elaine Skyles  
Linda Lou Street

MINUTES OF MEETING OF  
FINANCE COMMITTEE  
OF  
LINDENWOOD COLLEGE

St. Charles, Missouri  
May 29, 1963

Pursuant to call by the Chairman, a meeting of the Finance Committee of Lindenwood College, St. Charles, Missouri, was held at the office of Mr. Howard I. Young, Paul Brown Building, St. Louis, Missouri, at 2:00 p.m., May 29, 1963.

The following members of the committee were present:

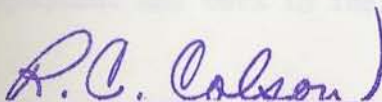
Admiral Souers, Chairman  
Mr. Young  
Mr. Deament

Dr. McCluer, President of the College, and Mr. Colson, Business Manager of the College, were also present.

Admiral Souers reported on his conversation with Mr. Franz regarding the audit of the college accounts at the end of the 1962-1963 fiscal year. On motion by Mr. Young, duly seconded and carried, authorization was given the administration of the college to employ the firm of Boyd, Franz & Company to make the 1962-1963 audit report at a cost of \$2,250.

President McCluer presented the proposed budget for the 1963-1964 fiscal year. On motion by Admiral Souers, duly seconded and carried, the Finance Committee approved the budget and recommended its adoption by the Board of Directors at its next regular meeting.

  
\_\_\_\_\_  
Sidney W. Souers, Chairman

  
\_\_\_\_\_  
R.C. Colson

MINUTES OF MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
June 11, 1963

Pursuant to call and notice duly given each member of the Board of Directors and to the members of the Advisory Board, in accordance with the By-Laws, the annual spring meeting of the Board of Directors and of the Advisory Board of Lindenwood Female College was held at the Chase Hotel at 4:00 p.m. on June 11, 1963.

The following Directors and Members of the Advisory Board, being a quorum, were present:

Mr. Young  
Dr. Sweazey  
Dr. Hickey  
Mr. Armstrong  
Mrs. Lilly

Mrs. Stockstrom  
Mr. Studt  
Mr. Mellow  
Mr. Rowland

Dr. Frank L. McCluer, President of the College, and Mr. Robert C. Colson, Business Manager of Lindenwood College, were also present.

Mr. Young, President of the Board of Directors, acted as Chairman of the meeting, and Mr. Colson acted as Secretary of the meeting.

The meeting was opened with prayer by Dr. Sweazey.

On motion made, seconded and carried, the minutes of the meeting of the Board of Directors held on March 1, 1963, and the special meeting held on May 3, 1963, as previously distributed, were approved.

In Mr. Goodall's absence, Mr. Mellow reported for the Buildings and Grounds Committee. The recommendations of the Buildings and Grounds Committee and the administration of the college were approved and the administration of the college was authorized to proceed with the purchase of equipment and building repairs and maintenance as stated in the letter attached to these Minutes. The cost of the equipment and work is included in the proposed operating budget for 1963-1964.

Mr. Mellow reported that the Buildings and Grounds Committee had discussed with the administration of the college the suggestion that a garage be provided at the President's residence. Mr. Mellow moved that the proposition to build a garage at the President's residence be referred to the Finance Committee with power to act. The motion was seconded and carried.

Dr. Hickey, Chairman of the Faculty Committee of the Board of Directors, moved that President McCluer's recommendations for the appointment of the following members of the staff be approved:

Myrlin I. Barron, Instructor in the Department of Physical Education  
Fred Holsbeck, Jr., Instructor in Mathematics and Physics  
Marilyn Hughes, Assistant Professor in the Department of Home Economics  
Esther L. Johnson, Associate Professor in the Department of Philosophy  
and Religion and Director of the Program for the Preparation of  
Certified Church Educators.  
Sandra Munch, Instructor in the Department of Art  
Rosamond Webster, Associate Professor in the Department of Sociology

The motion was duly seconded and carried.

In the absence of Admiral Souers, Mr. Armstrong reported for the Finance Committee and the Auditing Committee. Mr. Armstrong moved that the firm of Boyd, Frans and Company be retained to make the annual audit for the 1962-1963 fiscal year at the cost of \$2,250. The motion was seconded and carried.

Mr. Armstrong submitted the proposed 1963-1964 college operating budget. He reported that this budget has been reviewed and approved by the Finance Committee at a meeting held on May 29, 1963, and moved its adoption by the Board of Directors. The motion was duly seconded and carried. A copy of the 1963-1964 budget is attached to the Minutes of this meeting. A copy of the Minutes of the Finance Committee Meeting is also attached.

On motion made by Dr. Hickey, duly seconded and carried, the comprehensive rate for resident students for the 1964-1965 college year was fixed at \$2,200.00 plus the Student Activity Fee of \$35.00.



President McCluer then presented his report to the Board. A copy of the report is attached to these Minutes. The report was accepted and the recommendations therein approved on motion.

On recommendation by Dr. McCluer, motion was made, duly seconded and carried that an amount not to exceed \$16,000 be included in the budget as salary for a new Dean of the College.

Dr. McCluer reported that Mr. Gerald R. Gifford, Director of Admissions, had resigned and that he was seeking a replacement. Mr. Rowland moved that the appointment of a Director of Admissions be referred to the President of the College and the Executive Committee with power to act. The motion was seconded and carried.

President McCluer suggested that the President of the Board appoint a committee of the Board of Directors to work with the President of the College and a faculty committee in preparing the report on the Statement of Purpose to the Reappraisal Committee of the Board of Christian Education of the United Presbyterian Church in the U.S.A. The following members of the Board of Directors were appointed to serve on this special committee:

Dr. Skinner  
Dr. McDowell  
Dr. Hickey

Mr. Rowland reported that Mr. John Black had agreed to serve as Chairman of the Development Funds Campaign and that the drive for funds would begin in January, 1964.

The report of the Nominating Committee was presented by Dr. Hickey. Dr. Hickey moved that the following persons be recommended to the Committee on Christian Education of the Synod of Missouri of the United Presbyterian Church, U.S.A. for nomination to membership on the Lindenwood College Advisory Board:

|                       |                            |
|-----------------------|----------------------------|
| John M. Black         | - Term of office 1962-1968 |
| Mrs. Earl F. Johnston | - Term of office 1962-1968 |
| George W. Brown       | - Term of office 1964-1970 |
| John M. Wolff         | - Term of office 1964-1970 |

The motion was seconded and unanimously carried.

The following officers of the Board of Directors were re-elected for a term of two years:

- President - Howard I. Young  
Vice President - Philip J. Hickey  
Mrs. Horton Watkins  
Secretary-Treasurer - William H. Armstrong

Mrs. Steckstrom reported for the Dormitory Committee on the recommendation of the College Administration and Dormitory Committee for the redecorating and refurnishing of the recreation room in Cobbs Hall. The necessary funds have been included in the 1963-1964 budget.

There being no further business, the meeting was adjourned with the benediction given by Dr. McCluer.

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Chairman

---

Secretary

June 6, 1963

Mr. R. Wesley Mellow  
Liberty Foundry Company  
7600 Vulcan  
St. Louis, Missouri

Dear Wes:

Arthur has asked me to send you a resume<sup>1</sup> of the matters which we discussed when you were here on April 20. I understand that Arthur will not be at the Board meeting on June 11 and that you are going to make the report for him. The items and the amounts shown in each instance have been included in the proposed budget for the 1963-1964 fiscal year and are as follows:

|                       |  |         |
|-----------------------|--|---------|
| Library Building:     | Tuckpointing   | \$2,500 |
|                       | Lighting Fixtures                                    | 625     |
|                       | Shelving   | 1,200   |
| Ayres Hall:           | Replace Dining Room Roof                             | 3,500   |
| Roemer Hall:          | Flat Roof  | 1,150   |
|                       | Classroom Furniture                                  | 8,000   |
|                       | Resilient type floor covering<br>(Second floor only) | 4,400   |
| Ayres Hall - Kitchen: | New ovens and ranges                                 | 7,000   |
| Health Center:        | Resilient type flooring                              | 750     |
| Tennis Courts:        | Fencing and Resurfacing                              | 3,000   |

The administration of the college was authorized to contact Mr. Kenneth Wischmeyer and have a preliminary drawing made of a proposed garage at the residence of the president. We have received the drawings from Mr. Wischmeyer and they are now in the hands of Mr. Robert R. Wright. I think Mr. Wright will be able to give us an estimate of the cost of the garage by Tuesday, June 11.

Yours sincerely,

R. C. Colson  
Business Manager

RCC:amw

cc: Mr. Arthur S. Goodall

ARTHUR S. GOODALL

418 OLIVE STREET  
ST. LOUIS 2, MO.

June 5, 1963

Mr. Robert C. Colson  
Lindenwood College  
Saint Charles, Missouri

Dear Bob:

I have explained to Franc why I believe that it will be impossible for me to be in attendance at the next meeting, which I understand is to be held the afternoon of June 11 at the Chase-Park Plaza Hotel at 4:00 P.M.

I have told Franc that I expect my son and his family to be visiting with us on the 11th and 12th, and naturally under the circumstances I would not care to run away and leave them. They are here at this time on their vacation, and I believe that I have previously told you that their home is in Washington, D.C., with Arthur having his office in the Pentagon Building.

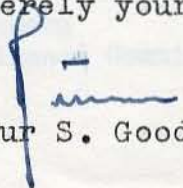
You will recall that early in the month of April Wesley Mellow and I visited the college at your invitation and went over with you and Dr. McCluer a number of items which we approved of. When we left, the understanding was that you were going to include as many of these items in the Building and Grounds recommendation as the budget would permit.

I am sure by this time that you have prepared the budget and that you know just exactly how many and which of these projects you would like to have the Building and Grounds Committee recommend to the Board next Tuesday afternoon. I am, therefore, writing this letter to you in this instance in order to suggest that you prepare the Building and Grounds Committee report and mail same to Mr. R. Wesley Mellow at 804 South Hanley Road, Clayton 5, Missouri. I will drop Wesley a line in order to explain the situation to him and tell him that I would greatly appreciate his making the report for the Committee next Tuesday.

I would also appreciate your sending me a carbon copy of the recommendations that you wish the Committee to make.

Thanking you in advance for your assistance in this direction, and with kind personal wishes, I am,

Sincerely yours,

  
Arthur S. Goodall

ASG:jw

GENERAL AMERICAN LIFE INSURANCE COMPANY

SAINT LOUIS

July 3, 1963

SIDNEY W. SOUERS  
CHAIRMAN OF THE BOARD

Mr. Robert C. Colson  
Business Manager  
Lindenwood College  
St. Charles, Missouri

Dear Bob:

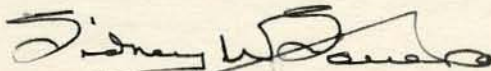
Before I left the city, Dr. McCluer advised me over the telephone that the Grounds and Building Committee had recommended that a double garage be constructed adjoining the president's residence. He asked that I poll the members of the Finance Committee and hoped the committee would approve the necessary expense.

After consultation with Messrs. Howard Young and William Armstrong (Russell Dearmont is out of the city), we are prepared to approve this construction with the understanding that it will be such as to permit entry to the garage from the residence, and that the cost will not exceed \$8,000.

It is my understanding that Dr. McCluer had been assured that it could be built on a cost plus 10 per cent with a guaranteed maximum of \$8,000.

You are authorized by the Finance Committee to proceed with this construction work on the above basis.

Sincerely,



Sidney W. Souers  
Chairman, Finance Committee

SWS:nes

cc: Mr. Howard I. Young  
Mr. William H. Armstrong  
Dr. F. L. McCluer

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

June 11, 1963

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

COMMENCEMENT

Commencement exercises were held on May 25. 105 seniors were honored  
at these exercises. This is the largest graduating class we have had in the  
history of the College. Dr. Harold Taylor delivered an extraordinarily fine  
address which will be printed in part in the forthcoming Bulletin. Dr. Theodore  
A. Gill's sermon at the baccalaureate service was equally stimulating. The  
closing exercises were, we believe, unusually impressive.

Twenty-five members of the Senior Class have been accepted at graduate  
schools, fourteen of them holding significant fellowships or assistantships,  
two won Woodrow Wilson fellowships, and one an International Rotary Fellowship.  
Six members of the class graduated cum laude, one magna cum laude, and one  
summa cum laude. Fifty-one have accepted teaching positions for the coming  
year; four are going on to special education in nursing or medical technology;  
five have accepted non-teaching positions - one with Monsanto Chemical Company,  
one with Mallinckrodt, one with American Telephone and Telegraph, and one  
with Aloe; two are entering The Peace Corps. This was not only the largest,  
but one of the best graduating classes we have had.

ACADEMIC ACHIEVEMENT

From the standpoint of class work this has been an exceptionally good year as is indicated by the record of the Senior Class. Twenty students were suspended for one semester for academic reasons and three were dismissed. These figures compare with thirty-three suspended and one dismissed last year.

The Music Department under Professor Little's leadership has made substantial progress during the year. Public programs of the Choir and Choralaires, under Mr. Perkins' direction, have been of unusually fine quality.

The two day visit of Dr. Arnold Toynbee in April for a lecture and discussion periods with students was exceedingly stimulating.

In spite of these and other achievements there has been some restlessness among students and faculty due in part to disappointment that we have not proceeded with the erection of a science-laboratory building, and in part to the situation resulting from the resignation of the Dean, and to the lack of more definite results from our study of the curriculum. There was a substantial increase in the number of students who were subject to discipline during the year.

NATIONAL CHRISTIAN COLLEGE SUNDAY

National Christian College Sunday was observed as usual with a number of students participating in the services in the churches in the area. I think we have never received more enthusiastic commendation of these students from ministers and from members of the congregations than we have received this year.

ALUMNAE ACTIVITIES

The Alumnae Council and the alumnae clubs have been working with increased enthusiasm this spring and report that they are way ahead of previous years in responses to calls for contributions in the campaign which will be continued during the month of June.

The alumnae have moved Alumnae Weekend to the spring and we have moved Parents' Weekend to the fall feeling that this change is good for both groups concerned.

THE ST. CHARLES COMMUNITY SUPPORT COMMITTEE

This committee is holding a meeting this week and hopes to complete the solicitation within ten days. A little over \$12,000 has been secured in gifts or pledges, and the committee hopes that after calls have been made on approximately 100 people on the list who have not been seen, this amount will be substantially increased.

This is to be an annual program under the sponsorship of a committee of local business and professional men, and like alumnae support it will grow.

SCIENCE-LABORATORY BUILDING

Mr. Wischmeyer has completed preliminary drawings for the science-laboratory building after several consultations with members of our Division of Natural Science. He has estimated that the building as now planned will cost \$2,000,000 equipped instead of \$1,250,000.

It is proposed that we study with Mr. Wischmeyer, Dr. Keizer, and the Buildings and Grounds Committee the possibility of reducing the size of the building so as to reduce the cost. It must be noted, however, that building



May 11, 1963

costs are rising and that the longer we wait to get started on the building the greater the cost will be for any given space provided.

We have placed requests for substantial sums for this building before several foundations and individuals and have hope of securing substantial gifts from some of those from whom we have received no reply except an assurance of interest. Two foundations have replied they could not give this year but would give further consideration to our proposal in January, 1964.

Our progress in the campaign for capital gifts in St. Louis continues to be disappointing. Plans are being made to intensify the solicitation of corporations and individuals within this area with volunteer help being organized under the leadership of the Chairman of our Steering Committee, Mr. Rowland.

A memo from Mr. Doenges, copy of which is attached, gives you a brief statement about the status of this effort.

RELATIONS WITH THE BOARD OF CHRISTIAN EDUCATION  
OF THE UNITED PRESBYTERIAN CHURCH IN THE U.S.A.

The guidelines for the administration of our church related colleges as reported to you at the last meeting of the Board were adopted. Copy is attached.

The report that the Board has made to us on the basis of 1961-62 expenditures indicated that we ranked on salaries paid to Professors fifteenth on minimum and ninth on maximum of the forty-six institutions related to the church; on salaries paid to Associate Professors fifteenth on minimum and sixteenth on maximum; on salaries paid to Assistant Professors sixth on minimum and sixteenth on maximum; on salaries paid to Instructors ninth on minimum and sixteenth on maximum.

Respectfully submitted,

F. L. McCluer  
President

On income from endowment as a percentage of educational and general expenses we ranked fourth among these institutions; and on income from student fees thirty-eighth; income from gifts forty-second. On the percentage of expenditures devoted to administration and general expenses we ranked twenty-seventh; and on faculty salaries we ranked thirty-third.

#### BUDGET

Copy of the budget which is being submitted by the Finance Committee is attached to this report.

#### RECOMMENDATIONS

It is recommended that the following appointments to the faculty, subject to the approval of the Faculty Committee, be approved:

- R Myrlin I. Barron, Instructor in the Department of Physical Education, at an annual salary of \$6,000.
- + Fred Helsabeck, Jr., Instructor in Mathematics and Physics, at an annual salary of \$6,000.
- R Marilyn Hughes, Assistant Professor in the Department of Home Economics, at an annual salary of \$6,000.
- R Esther L. Johnson, Associate Professor in the Department of Philosophy and Religion and Director of the Program for the Preparation of Certified Church Educators, at an annual salary of \$7,750.
- + Sandra Munch, Instructor in the Department of Art, at an annual salary of \$4,700. (Part-time first semester and full-time second semester.)
- R Rosamond Webster, Associate Professor in the Department of Sociology, at an annual salary of \$7,000.

It is recommended that the Board of Directors express appreciation to Dr. Homer Clevenger for the excellent service he has given the College as Acting Dean.

Respectfully submitted,

*F. L. McCluer*  
F. L. McCluer  
President

INCOME

OPERATIONAL AND GENERAL

Student Fees

Tuition  
Bookland Products  
Day Students  
Special Services  
TOTAL Tuition

\$509,200  
86,000

\$575,000  
70,000  
6,000

Incidentals

Total Student Fees

\$509,200

\$665,000

Endowment Income

General Endowment Fund  
Ford Faculty Fund  
Ford Accomplishment Fund  
M. L. Butler - Walter Kesslick Peace Fund  
Connell Scholarship Fund  
Thomas H. and Lucile J. Cobbs Trust

- \* \* \* \* -

14,000  
29,000  
1,800

265,100  
13,200  
31,200  
1,800  
4,500

285,900

Office and Grants

Board of Christian Education  
Churches and Synod  
Individuals  
Corporations  
Alumni  
Foundations  
Ballou's Foundation (for library books)

28,000

28,000

58,000

58,000

4,500

Total Gifts and Grants

90,000

90,500

Miscellaneous Income - Miscellaneous & General

Total Miscellaneous and General

6,000

6,000

\$1,031,400

L I N D E N W O O D C O L L E G E  
S A I N T C H A R L E S , M I S S O U R I

P R O P O S E D B U D G E T

JUNE 16, 1963 - JUNE 15, 1964

INCOMEBUDGET 1962-1963PROPOSED BUDGET 1963-1964

Page 2

EDUCATIONAL AND GENERALStudent FeesTuition

|                      |                  |
|----------------------|------------------|
| Resident Students    | \$509,200        |
| Day Students         | 46,000           |
| Special Students     | 5,000            |
| <u>Total Tuition</u> | <u>\$560,200</u> |

|              |
|--------------|
| \$575,000    |
| 70,000       |
| <u>6,000</u> |

\$651,000

Incidentals9,0009,000Total Student Fees

\$569,200

\$660,000

Endowment Income

|   |         |
|---|---------|
| General Endowment Fund                    | 244,000 |
| Ford Faculty Fund )                       | 14,000  |
| Ford Accomplishment Fund )                |         |
| M. L. Butler - Nellie Eastlick Pease Fund | 29,000  |
| Goodall Scholarship Fund                  | 1,800   |
| Thomas H. and Lucie J. Cobbs Trust        | -       |

288,800

|              |
|--------------|
| 245,200      |
| 13,200       |
| 31,200       |
| 1,800        |
| <u>4,500</u> |

295,900

Total Endowment IncomeGifts and Grants

|  |        |
|--|--------|
| Board of Christian Education           | 28,000 |
| Churches and Synod )                   |        |
| Individuals )                          |        |
| Corporations )                         | 58,000 |
| Alumnae )                              |        |
| Foundations )                          |        |
| Kellogg Foundation (For Library Books) | -      |

86,000

|              |
|--------------|
| 28,000       |
| 58,000       |
| <u>4,500</u> |

90,500

Total Gifts and GrantsMiscellaneous Income - Educational & General2,0006,000TOTAL EDUCATIONAL AND GENERAL\$946,000\$1,052,400

EXPENDITURES

BUDGET 1962-1963

PROPOSED BUDGET 1963-1964

INCOME

BUDGET 1962-1963

PROPOSED BUDGET 1963-1964

AUXILIARY ENTERPRISES

- Residence Halls
- Dining Hall
- Bookstore (Gross)
- Tea Room (Gross)
- Miscellaneous Income

|                                    |           |                  |  |           |                  |
|------------------------------------|-----------|------------------|--|-----------|------------------|
|                                    | \$ 200    | \$140,920        |  | \$ 200    | \$148,000        |
|                                    |           | 316,240          |  |           | 302,000          |
|                                    |           | 50,000           |  |           | 56,000           |
|                                    |           | 32,000           |  |           | 32,000           |
|                                    | \$ 27,850 | 6,000            |  | \$ 27,360 | 6,000            |
|                                    | 1,000     |                  |  | 1,000     |                  |
| <u>TOTAL AUXILIARY ENTERPRISES</u> |           | <u>\$545,160</u> |  | 325       | <u>\$544,000</u> |

STUDENT AID

- Income for Scholarships

|                              |        |         |  |        |         |
|------------------------------|--------|---------|--|--------|---------|
|                              | 25,000 | 2,000 * |  | 30,980 | 2,000 * |
|                              | 1,400  |         |  | 1,400  |         |
|                              | 275    |         |  | 55     |         |
| <u>Total Business Office</u> | 26,675 |         |  | 32,440 |         |

TOTAL INCOME

|                                |        |                    |  |        |                    |
|--------------------------------|--------|--------------------|--|--------|--------------------|
|                                | 17,230 | <u>\$1,493,160</u> |  | 19,710 | <u>\$1,598,400</u> |
|                                | 7,000  |                    |  | 5,000  |                    |
| <u>Total Admissions Office</u> | 24,230 |                    |  | 24,710 |                    |

Dean's Office

- Salaries
- Office Supplies & Expenses

|  |        |  |  |        |  |
|--|--------|--|--|--------|--|
|  | 15,500 |  |  | 15,500 |  |
|  | 800    |  |  | 800    |  |
|  | 100    |  |  | 100    |  |
|  | 17,300 |  |  | 19,800 |  |

\* In addition to the amount shown here, income from endowed scholarship funds will be allocated at the close of the fiscal year.

Total General Administration

|  |           |  |  |           |  |
|--|-----------|--|--|-----------|--|
|  | \$ 27,255 |  |  | \$103,541 |  |
|--|-----------|--|--|-----------|--|

General Expense

Student Services

Registrar's Office

- Salaries
- Office Supplies & Expenses

|  |       |  |  |       |  |
|--|-------|--|--|-------|--|
|  | 7,600 |  |  | 8,200 |  |
|  | 700   |  |  | 600   |  |

EXPENDITURESBUDGET 1962-1963PROPOSED BUDGET 1963-1964EDUCATIONAL AND GENERALGeneral Administration

Board of Directors Expense

\$ 200

\$ 200

President's Office

Salaries

\$ 27,850

\$ 27,360

Office Supplies &amp; Expense

1,000

1,000

Equipment &amp; Furnishings

-

325

Adm. Asst., Secretary &amp; Office Expense

-

-

Total President's Office

28,850

28,685

Business Office

Salaries

25,000

30,980

Office Supplies &amp; Expense

1,400

1,400

Equipment &amp; Furnishings

275

66

Total Business Office

26,675

32,446

Admissions Office

Salaries

17,230

19,710

Office Supplies &amp; Expense

7,000

5,000

Equipment &amp; Furnishings

-

-

Total Admissions Office

24,230

24,710

Dean's Office

Salaries

16,500

18,900

Office Supplies &amp; Expense

800

800

Equipment &amp; Furnishings

-

100

Total Dean's Office

17,300

19,800

Total General Administration

\$ 97,255

\$105,841

General ExpenseStudent ServicesRegistrar's Office

Salaries

7,600

8,200

Office Supplies &amp; Expense

700

600

EXPENDITURES

EDUCATIONAL AND GENERAL (Continued)

Student Services (Continued)

Registrar's Office (Continued)

|                                 |              |
|---------------------------------|--------------|
| Equipment & Furnishings         | \$ -         |
| Staff Benefits                  | 575          |
| <u>Total Registrar's Office</u> | <u>8,875</u> |

|              |
|--------------|
| \$ -         |
| 575          |
| <u>9,375</u> |

Dean of Students' Office

|                                       |               |
|---------------------------------------|---------------|
| Salaries                              | 15,040        |
| Office Supplies & Expense             | 1,975         |
| Equipment & Furnishings               | 965           |
| Staff Benefits                        | 710           |
| <u>Total Dean of Students' Office</u> | <u>18,690</u> |

|               |
|---------------|
| 15,600        |
| 1,825         |
| 250           |
| <u>1,020</u>  |
| <u>18,695</u> |

Health Center

|   |               |
|---|---------------|
| Salaries - Nurses                       | 10,140        |
| Wages - Housekeepers                    | 2,560         |
| Supplies & Expense (Includes Physician) | 4,300         |
| Equipment & Furnishings                 | 425           |
| Staff Benefits                          | 245           |
| <u>Total Health Center</u>              | <u>17,670</u> |

|               |
|---------------|
| 10,306        |
| 2,690         |
| 4,500         |
| 350           |
| <u>275</u>    |
| <u>18,121</u> |

Total Student Services

\$ 45,235

\$ 46,191

Staff Benefits, General Administration

|                               |       |
|-------------------------------|-------|
| Retirement Insurance          | 3,450 |
| Social Security               | 1,495 |
| Pensions and Special Payments | 3,450 |
| Group Insurance               | 290   |

|            |
|------------|
| 3,300      |
| 1,895      |
| 1,500      |
| <u>145</u> |

Total Staff Benefits, General Administration

8,685

6,840

EXPENDITURESBUDGET 1962-1963PROPOSED BUDGET 1963-1964

Page 3

EDUCATIONAL AND GENERAL (Continued)General Institutional (Continued)Alumnae Office

|                             |               |
|-----------------------------|---------------|
| Salaries                    | \$ 7,300      |
| Office Supplies & Expense   | 17,250        |
| Equipment & Furnishings     | -             |
| Staff Benefits              | 240           |
| <u>Total Alumnae Office</u> | <u>24,790</u> |

|               |
|---------------|
| \$ 6,940      |
| 16,500        |
| -             |
| 240           |
| <u>23,680</u> |

Development Office

|                                 |               |
|---------------------------------|---------------|
| Salaries                        | 13,700        |
| Supplies & Expense              | 7,410         |
| News Bureau Expense             | -             |
| Equipment & Furnishings         | -             |
| Staff Benefits                  | 250           |
| <u>Total Development Office</u> | <u>21,360</u> |

|               |
|---------------|
| 13,900        |
| 7,535         |
| 1,200         |
| -             |
| 490           |
| <u>23,125</u> |

Publications

|                           |               |
|---------------------------|---------------|
| Bulletins                 | 8,600         |
| Catalogs & Viewbooks      | 9,950         |
| Postage                   | 400           |
| <u>Total Publications</u> | <u>18,950</u> |

|               |
|---------------|
| 8,600         |
| 9,600         |
| 500           |
| <u>18,700</u> |

Student Promotion

|                                       |               |
|---------------------------------------|---------------|
| Salaries - Admissions Counselors      | 37,400        |
| Supplies & Expense                    | 1,500         |
| Staff Benefits, Admissions Counselors | 2,400         |
| Advertising                           | 1,200         |
| Travel Expense, Admissions Counselors | 36,500        |
| <u>Total Student Promotion</u>        | <u>79,000</u> |

|               |
|---------------|
| 38,500        |
| 1,500         |
| 2,200         |
| 1,200         |
| 36,500        |
| <u>79,900</u> |

## Auditing

|                                      |       |
|--------------------------------------|-------|
| Membership Dues                      | 1,500 |
| Travel, President                    | 1,500 |
| Travel, General                      | 800   |
| Automobile & Truck Expense           | 2,000 |
| Insurance (Public Liability & Theft) | 1,500 |
| Commencement Expense                 | 500   |

|       |
|-------|
| 2,000 |
| 1,750 |
| 1,500 |
| 800   |
| 2,000 |
| 1,500 |
| 500   |



EXPENDITURESBUDGET 1962-1963PROPOSED BUDGET 1963-1964EDUCATIONAL AND GENERAL (Continued)General Institutional (Continued)

|   |              |
|---|--------------|
| Telephones & Telegraph                                  | \$ 5,400     |
| Investment Counsel and Service Expenses, Cobbs Property | 6,300        |
| Special Entertaining                                    | 1,500        |
| Interest (Other than Dormitories)                       | 800          |
| Taxes (Out-of-State Property)                           | 4,500        |
| Mo. College Joint Fund Expense                          | 90           |
| Miscellaneous Expense                                   | 1,600        |
|   | <u>2,500</u> |

|              |
|--------------|
| \$ 6,000     |
| 6,300        |
| -            |
| 800          |
| -            |
| 95           |
| 1,750        |
| <u>2,700</u> |

Total General Institutional

\$176,590

\$173,100

Total General Expense

\$230,510

\$226,131

Instructional

|                          |           |
|--------------------------|-----------|
| Salaries - Faculty       | \$410,000 |
| Staff Benefits - Faculty | 19,200    |

|           |
|-----------|
| \$445,000 |
| 22,500    |

Department Supplies & Expense

|                         |       |
|-------------------------|-------|
| Art                     | 2,500 |
| Biological Science      | 1,740 |
| Chemistry               | 887   |
| Classics                | 137   |
| Economics and Business  | 765   |
| Education               | 630   |
| English                 | 788   |
| History & Government    | 180   |
| Home Economics          | 3,150 |
| Mathematics             | 400   |
| Modern Languages        | 1,500 |
| Music                   | 2,762 |
| Nursery School          | 455   |
| Philosophy and Religion | 425   |

|       |
|-------|
| 2,250 |
| 2,405 |
| 1,980 |
| 137   |
| 1,065 |
| 835   |
| 938   |
| 200   |
| 2,940 |
| 550   |
| 1,825 |
| 3,630 |
| 490   |
| 400   |

EXPENDITURES

(Continued)

BUDGET 1962-1963PROPOSED BUDGET 1963-1964EDUCATIONAL AND GENERAL (Continued)Departmental Supplies & Expense (Continued)

## Physical Education:

|                  |           |          |
|------------------|-----------|----------|
| General          | \$1,530 ) |          |
| Riding           | 3,500 )   | \$ 5,030 |
| Physics          | -         |          |
| Psychology       |           | 323      |
| Radio - KCLC     |           | 1,618    |
| Sociology        |           | 200      |
| Speech & Theatre |           | 1,225    |

Total Departmental Supplies & Expense

\$ 24,715

|           |          |
|-----------|----------|
| \$1,850 ) |          |
| 4,200 )   | \$ 6,050 |
|           | 200      |
|           | 420      |
|           | 2,800    |
|           | 200      |
|           | 1,325    |

\$ 30,640

Departmental Equipment - New & Replacement

|                        |       |
|------------------------|-------|
| Art                    | 2,830 |
| Biological Science     | 2,447 |
| Chemistry              | 2,132 |
| Classics               | 30    |
| Economics and Business | 3,300 |
| Education              | 915   |
| English                | 227   |
| History & Government   | 118   |
| Home Economics         | 418   |
| Mathematics            | 1,487 |
| Modern Languages       | 397   |
| Music                  | 800   |
| Nursery School         | 418   |
| Philosophy & Religion  | 20    |
| Physical Education     | 218   |
| Physics                | -     |
| Psychology             | 2,134 |
| Radio - KCLC           | 320   |
| Sociology              | 150   |
| Speech & Theatre       | 400   |

Total Departmental Equipment

18,761

|       |
|-------|
| 1,325 |
| 105   |
| 2,100 |
| 30    |
| 1,765 |
| 220   |
| -     |
| 83    |
| 400   |
| 50    |
| 280   |
| 3,350 |
| 318   |
| -     |
| 800   |
| 2,500 |
| 995   |
| -     |
| 100   |
| 93    |

14,514

EXPENDITURES

BUDGET 1962-1963

PROPOSED BUDGET 1963-1964

EDUCATIONAL AND GENERAL (Continued)

Instructional (Continued)

|                                |        |              |
|--------------------------------|--------|--------------|
| Summer Scholarships - Faculty  | \$ 700 | \$ 600       |
| Travel - Faculty               | 4,385  | 3,775        |
| Travel - Applicants - Faculty  | 2,600  | 500          |
| Office & Classroom Furnishings | 50     | 1,975        |
| Music Tours                    | 400    | 2,000        |
| Mock Political Convention      | 900    | -            |
| General Instructional Expense  | 1,500  | <u>9,800</u> |

Total Instructional

\$491,326

Library

|                        |        |  |
|------------------------|--------|--|
| Salaries - Librarians  | 11,450 |  |
| Wages - Housekeepers   | 1,260  |  |
| Supplies and Expense   | 900    |  |
| Equipment              | 810    |  |
| Staff Benefits         | 750    |  |
| Books                  | 10,300 |  |
| Magazines & Newspapers | 2,000  |  |
| Binding                | 1,000  |  |
| Microfilm              | -      |  |

Total Library

28,470

Operation of Plant

|   |        |  |
|---|--------|--|
| Salaries and Wages  | 72,350 |  |
| Office Supplies & Expense                                   | 125    |  |
| Staff Benefits  | 3,400  |  |
| Heat  | 8,150  |  |
| Light   | 6,700  |  |
| Water   | 3,000  |  |
| Gas   | 500    |  |
| Maintenance & Janitorial Supplies                           | 6,000  |  |
| Property Insurance  | 5,000  |  |
| Campus Upkeep   | 7,700  |  |
| Heating Plant (Boiler Inspection Serv., Water Treat., etc.) | 1,200  |  |

|              |              |
|--------------|--------------|
| \$ 1,025     | \$ 500       |
| 2,020        | 3,775        |
| 700          | 500          |
| 50           | 8,000        |
| 400          | 2,000        |
| 750          | 1,400        |
| <u>1,500</u> | <u>9,250</u> |

\$538,079

|            |  |
|------------|--|
| 15,600     |  |
| 1,320      |  |
| 800        |  |
| 425        |  |
| 975        |  |
| 14,950     |  |
| 2,000      |  |
| 800        |  |
| <u>700</u> |  |

37,570

EXPENDITURES

BUDGET 1962-1963

PROPOSED BUDGET 1963-1964

EDUCATIONAL AND GENERAL (Continued)

Furniture & Equipment - Repairs & Replacements

|  |        |
|--|--------|
| Boiler House                             | \$ 700 |
| Campus                                   | 4,385  |
| Fine Arts Building                       | 2,600  |
| Home Management House                    | 50     |
| President's Residence                    | 400    |
| Roemer Hall                              | 900    |
| Miscellaneous                            | 1,500  |
| Watson Lodge                             | 150    |
| Health Center                            | 450    |
| Library                                  | 500    |
| Automobile Replacement (President's Car) | 3,200  |
| Riding Stables                           | 100    |
| Sculpture House                          | 150    |

\$ 15,085

|          |
|----------|
| \$ 1,025 |
| 2,020    |
| 700      |
| 50       |
| 400      |
| 750      |
| 1,500    |
| 150      |
| 880      |
| 1,865    |
| -        |
| 100      |
| 150      |

\$ 9,590

Buildings - Repairs & Maintenance

|                            |        |
|----------------------------|--------|
| Ayres Hall and Dining Room | 22,600 |
| Boiler House               | 600    |
| Butler Hall & Gymnasium    | 5,700  |
| Chapel                     | 3,800  |
| Cobbs Hall                 | 3,900  |
| Eastlick                   | 250    |
| Fine Arts                  | 2,600  |
| Gables                     | 900    |
| Garage & Storeroom         | 100    |
| Greenhouse                 | 300    |
| Health Center              | 950    |
| Home Management House      | 600    |
| Irwin Hall                 | 5,200  |
| Library                    | 1,600  |
| The Lodge                  | 500    |
| McCluer Hall               | 1,500  |
| Niccolls Hall              | 5,600  |
| President's Residence      | 850    |
| Pump Room                  | 150    |
| Quonset Huts               | 200    |
| Riding Stable              | 400    |

4,560

|       |
|-------|
| 9,800 |
| 1,400 |
| 5,200 |
| 4,200 |
| 4,700 |
| 1,500 |
| 1,700 |
| 450   |
| 100   |
| 500   |
| 1,450 |
| 600   |
| 5,900 |
| 4,700 |
| 700   |
| 2,900 |
| 6,300 |
| 850   |
| 100   |
| 100   |
| 250   |

11,810

48,810

EXPENDITURESBUDGET 1962-1963PROPOSED BUDGET 1963-1964EDUCATIONAL AND GENERAL (Continued)Buildings - Repairs & Maintenance (Continued)

\$ 10,100

\$ 14,500

Roemer Hall

100

100

Sculpture House

3,400

4,700

Sibley Hall

400

300

Tunnels

200

200

Water Tower

250

850

Watson Lodge

3,0003,000

General Repairs &amp; Maintenance

\$ 75,750\$ 77,050Total Buildings - Repairs & MaintenanceTotal Operation of Plant\$204,960\$205,180TOTAL EDUCATIONAL AND GENERAL\$1,052,521\$1,112,801AUXILIARY ENTERPRISESResidence Halls

Salaries - Head Residents

15,200

15,300

Wages - Housekeepers

18,375

19,250

General Expense

1,600

1,600

Staff Benefits

1,525

1,750

Laundry and Uniforms

500

500

Heat, Light, Water

15,500

16,800

Interest on Bank Loan (for McCluer Hall)

6,750

-

Furniture & Furnishings

Ayres Hall

\$ 400

\$ 800

Butler Hall

400

800

Cobbs Hall

1,200

8,320

Irwin Hall

700

850

McCluer Hall

520

300

Niccolls Hall

500

700

Sibley Hall

1,2401,840Total Furniture & Furnishings4,96013,610Total Residence Halls\$ 64,410\$ 68,810

EXPENDITURESBUDGET 1962-1963PROPOSED BUDGET 1963-1964AUXILIARY ENTERPRISES (Continued)Dining Hall (Food Service Dept.)

|  |           |           |
|--|-----------|-----------|
| Wages - Kitchen & Dining Room            | \$ 34,650 | \$ 35,800 |
| General Expense                          | 3,600     | 3,600     |
| Repairs and Equipment                    | 7,280     | 8,400     |
| Staff Benefits                           | 1,600     | 1,600     |
| Food                                     | 88,000    | 85,000    |
| Heat, Light, Water and Gas               | 2,200     | 2,400     |
| Dir. Food Service (Salary Reimbursement) | 4,200     | 4,600     |
| Food Service Management                  | 8,000     | 8,000     |
| Student Waitresses                       | 23,850    | 23,850    |
| Laundry                                  | 3,300     | 3,300     |

Total Dining Hall

\$176,680

\$176,550

Bookstore and Post Office

|                |        |        |
|----------------|--------|--------|
| Salaries       | 5,525  | 7,760  |
| Equipment      | 300    | 175    |
| Expense        | 160    | 200    |
| Staff Benefits | 200    | 275    |
| Purchases      | 38,000 | 38,000 |

Total Bookstore and Post Office

44,185

46,410

Tea Room

|                                |        |        |
|--------------------------------|--------|--------|
| Salary and Wages               | 7,800  | 8,200  |
| Equipment                      | 600    | 720    |
| Staff Benefits                 | 245    | 250    |
| Purchases                      | 16,600 | 17,300 |
| Management Service             | 500    | 500    |
| Gas, Water, Heat & Electricity | 1,300  | 1,300  |

Total Tea Room

27,045

28,270

TOTAL AUXILIARY ENTERPRISES\$312,320\$320,040

EXPENDITURES

BUDGET 1962-1963

PROPOSED BUDGET 1963-1964

STUDENT AID

Scholarships  
Student Assistants

TOTAL STUDENT AID

TOTAL EXPENDITURES

\$ 72,000  
24,350

\$ 96,350

\$1,461,191

\$ 82,000  
26,550

\$ 108,550

\$1,541,391

|                             |                          |
|-----------------------------|--------------------------|
| Mr. Young                   | Mrs. Karl H. Johnston    |
| Mrs. James A. Lord          | Mrs. Arthur Stockstrom   |
| Mrs. Robert H. Wright       | Raymond S. Rowland       |
| The Rt. Rev. George Cadigan | Dr. George E. Sweeney    |
| John H. Black               | Mussell L. Beaumont      |
| Mrs. John F. Lilly          | R. Wesley Hallow         |
| Dr. H. Sherman Skinner      | John H. Wolff            |
| Johnson                     | Mr. H. Armstrong         |
| Arthur G. Goodell           | Dr. W. Davidson McDowell |

Also present were Dr. Frank L. McIlmer, President of the College,  
Mr. Robert E. Colson, Business Manager of Lindenwood College, and Dr. Paul V.  
Hester, Dean of the College.

Mr. Young, President of the Board of Directors, acted as Chairman of the  
meeting, and Mr. Colson acted as Secretary of the meeting.

The meeting was opened with prayer by Dr. Sweeney.

On motion duly seconded and carried, the minutes of the meeting of  
the Board of Directors and of the Advisory Board on June 11, 1963, were approved.

In the absence of Admiral Sowers, Chairman of the Finance Committee and of  
the Auditing Committee, Mr. Armstrong reported on the financial condition of the  
college at the end of the 1962-1963 fiscal year as shown by the June 15, 1963

audit, and moved that the Audit Report prepared by Boyd, Franz & Company be accepted.

The motion was duly seconded and carried. The report of the Chairman of the Finance

MINUTES OF MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
October 14, 1963

Pursuant to call and notice duly given each member of the Board of Directors and the members of the Advisory Board, in accordance with the By-Laws, the Annual Fall Meeting of the Board of Directors and of the Advisory Board of Lindenwood Female College was held at the Statler Hotel at 12:00 noon on October 14, 1963.

The following Directors and members of the Advisory Board, being a quorum, were present:

|                             |                          |
|-----------------------------|--------------------------|
| Howard I. Young             | Mrs. Earl M. Johnston    |
| Mrs. James A. Reed          | Mrs. Arthur Stockstrom   |
| Mrs. Robert R. Wright       | Raymond E. Rowland       |
| The Rt. Rev. George Cadigan | Dr. George E. Sweazey    |
| John M. Black               | Russell L. Dearmont      |
| Mrs. John F. Lilly          | R. Wesley Mallow         |
| Dr. W. Sherman Skinner      | John M. Wolff            |
| Wesley R. Johnson           | Wm. H. Armstrong         |
| Arthur S. Goodall           | Dr. W. Davidson McDowell |

Also present were Dr. Franc L. McCluer, President of the College, Mr. Robert C. Colson, Business Manager of Lindenwood College, and Dr. Paul W. Pixler, Dean of the College.

Mr. Young, President of the Board of Directors, acted as Chairman of the meeting, and Mr. Colson acted as Secretary of the meeting.

The meeting was opened with prayer by Dr. Sweazey.

On motion made, seconded and carried, the minutes of the meeting of the Board of Directors and of the Advisory Board on June 11, 1963, were approved.

In the absence of Admiral Souers, Chairman of the Finance Committee and of the Auditing Committee, Mr. Armstrong reported on the financial condition of the college at the end of the 1962-1963 fiscal year as shown by the June 15, 1963 audit, and moved that the Audit Report prepared by Boyd, Franz & Company be accepted. The motion was duly seconded and carried. The report of the Chairman of the Finance Committee is attached to these Minutes.



Mr. Armstrong moved that approval be given to a recommendation of the Business Manager of the College and of the firm of Boyd, Franz & Company (auditors) that the funds expended for construction of McCluer Hall, Nicolls Hall addition, and the Chapel should be entered on the books of the college as a permanent reduction of the Endowment Principal Surplus Funds. Also, that the proceeds of the sale of the land to Trinity Episcopal Church, St. Charles, Missouri, should be added to the Endowment Principal Surplus Fund. The motion was seconded and carried.

Mr. Armstrong also moved that the president and the secretary of the Board of Directors be authorized to sign a standard resolution certifying that the funds on deposit at the Bank of St. Louis and represented by Savings Certificates of Deposit be subject to withdrawal on the signatures of the officers of the college shown on the resolution. The motion was seconded and carried. A copy of the resolution is attached to these Minutes.

Mr. Goodall, Chairman of the Buildings and Grounds Committee, reported that the work which had been recommended by the Buildings and Grounds Committee and the administration of the college and included in the 1963-1964 budget had been satisfactorily completed within the budget appropriation and in one or two instances considerably under the amount budgeted. The report was accepted and a copy is attached to these Minutes.

Mr. Goodall also reported that the Buildings and Grounds Committee, the President and the Business Manager of the College had examined and considered several possible sites for the science building and recommended that the building be located east of the library as shown on the architect's plan. Motion was made, duly seconded and carried, approving this location.

Mrs. Stockstrom, Chairman of the Committee on Dormitories, reported that the refurnishing and redecoration of the Recreation Room in Cobbs Hall had been completed within the amount appropriated in the 1963-1964 budget.

Mr. Rowland, Chairman of the Development Committee, reported that the campaign for gifts for the science building would begin in January, 1964, and that the goal has been set at \$1,500,000. He further announced that Mr. John Black had accepted chairmanship of the campaign committee, that Mr. John M. Wolff had accepted the vice-chairmanship, and that Dr. James E. Spivey, Executive Secretary of the Presbytery of St. Louis, had accepted membership on the committee.

Mr. Black outlined briefly the proposed procedures of the committee in making an intensive solicitation in St. Louis early this spring and in extending the appeal of the campaign to corporations and friends outside the St. Louis area. In the meantime, Mr. Doenges, President McCluer, and members of the committee will make calls beginning in January, will have literature prepared to be sent to the mailing list of prospects, and will enlist a considerable number of solicitors in the business community and Presbyterian churches to make calls.

Mr. Young reported that Dr. McCluer would leave immediately after the meeting for The Mayo Clinic, Rochester, Minnesota, where he would undergo surgery on October 16. Mr. Young estimated that the hospital and surgical expense would range between \$750 and \$1,500. Motion was made by Mrs. Reed, that Dr. McCluer be requested to present a statement of his expense and that he be given a check covering all unreimbursed expenses as a gift from the college in appreciation of his loyal service to Lindenwood College for a period of seventeen years and to be paid out of operating funds. The motion was duly seconded and carried.

President McCluer then presented his report to the Board. A copy of the report is attached to these Minutes.

President McCluer reported that October 12, 1963, which was designated as Parents' Day, seemed to be a day of significance. A great deal of enthusiasm for the College was shown at the luncheon of the fathers and a Fathers' Club was organized to establish a cooperative understanding of the college program with our patrons and in helping us to secure gifts from patrons of the College.

The recommendations included in the President's Report with the exception of the recommendation that the application be made for a matching grant from the Federal government were approved on motion made, seconded and carried.

Dr. McCluer also made the recommendation that the appointment of an intern student admissions counselor be made. He suggested that this be a 1964 graduate of the college and that the appointment be for one year. On motion made, duly seconded and carried, the recommendation was approved.

Plans for the Science Building were discussed and motion was made, seconded and carried authorizing the architect to prepare working drawings and specifications to be located on the site previously approved at a cost of approximately \$1,500,000.

President McCluer reported that Lindenwood had received and accepted the invitation to attend the Long Range Planning Seminar for Colleges sponsored by the Funds for the Advancement of Education. Representatives of the administration of the college and the Board of Directors will attend the seminar to be held in New Orleans, October 31 - November 2, 1963.

An outline prepared by the New York Life Insurance Company reflecting the revised Group Life Insurance and Major Medical Benefits was presented. The proposal was referred to the Finance Committee for its recommendation.

Bishop Cadigan asked the President of the Board that he be permitted to lead the Board in a special prayer for the President of the College as he enters the hospital for surgery. The Bishop led in prayer that the President be completely restored to strength and that God's blessing rest on him and his continued leadership of the college.

There being no further business, the meeting was adjourned.

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Chairman

---

Secretary

A REPORT TO THE BOARD OF DIRECTORS OF LINDENWOOD  
COLLEGE BY THE CHAIRMAN OF THE FINANCE COMMITTEE

Inasmuch as I will be in Washington, D. C. on the date the Board meeting will be held, I will offer a few comments with respect to the financial condition of the College based upon the June 15, 1963 Audit Report.

Operations for the year ended June 15, 1963, resulted in a surplus of income of \$31,187.39.

During the year, the indebtedness of the college amounting to \$221,381.68 was eliminated. \$150,000 of this amount was the remaining indebtedness which was incurred at the time of construction of McCluer Hall. \$71,381.68 was the balance of our obligation incurred at the time of construction of the Chapel.

Practically all funds for the retirement of the debt of the college was obtained through the sale of securities in the Endowment Fund. As a matter of fact, practically all of the entire cost of McCluer Hall, amounting to \$617,463.92 was provided from the endowment funds and should be replaced when gifts are received by the College.

Comment on Securities

The market value of securities in the Endowment Fund, as of June 15, 1963, totalled \$7,847,465. On June 15, 1962, the market value of securities amounted to \$6,948,848 as against \$7,607,000 in 1961.

The yield on our securities, as of June 15, 1963, based on the market value was 3.85%. The yield based on the book value was 7.84%.

During the past year we sold \$317,551.99 of securities with a book value of \$201,042.16, showing a gain of \$116,509.83.

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Sidney W. Souers

A REPORT TO THE BOARD OF DIRECTORS OF LINDENWOOD  
COLLEGE BY THE CHAIRMAN OF THE AUDIT COMMITTEE

In reviewing the June 15, 1963 Audit Report of Boyd, Franz & Company, it is clear that the books and accounts of the College properly reflect the condition of the College, and there are no criticisms.

---

Sidney W. Souers

To Bank of St. Louis (Bank)  
901 Washington Avenue  
St. Louis 1, Missouri

Gentlemen:

At a regular meeting of the Board of Directors of  
special

the LINDENWOOD COLLEGE duly held on the  
14th day of October 1963, the  
following resolution, which is still in force and effect, was  
duly adopted and a written record thereof made, namely:

**RESOLVED THAT:**

The funds of this organization on deposit with

Bank of St. Louis

and represented by Savings Certificates of Deposit, shall be subject  
to withdrawal on the signatures of any two \* of the following named  
persons and that said Bank be, and it is hereby, authorized and  
directed to pay all Savings Certificates of Deposit so signed, en-  
dorsed, or ordered by letter or other instrument signed by him - them,  
regardless of the amount in which they may be drawn.

F. L. McCluer, President, Lindenwood College

R. C. Colson, Business Manager, Lindenwood College

Hazel Fuller, Assistant to the Business Manager, Lindenwood College

Alice M. Wise, Secretary to the Business Manager, Lindenwood College

(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.)

Signed and delivered this 14th day of October 1963

Samuel Young  
President.

Wm. H. Armstrong  
Secretary

\* That signatures of one of the first or second named above  
and one of the third or fourth named above shall appear  
on all checks

(Seal)

CC: R. C. Colson ✓

October 4, 1963

Mr. Arthur S. Goodall  
418 Olive Street  
St. Louis 2, Missouri

Dear Arthur:

I am enclosing information concerning the work recommended by the Buildings and Grounds Committee for your use in reporting the work of this committee at the Board meeting on the 14th.

Thanks again for the pleasure I had in having luncheon with you at the M.A.C.

Yours cordially,

F. L. McCluer  
President

FLM:MY  
Enc.

CC: R. C. Colson  
Dr. C. R. Keiser

BUILDINGS AND GROUNDS COMMITTEE

October 4, 1963

The following work was done through the summer upon the recommendation of the Buildings and Grounds Committee and authorization of the Board of Directors:

Roemer Hall

Resilient Type Floor Covering (Battle  
ship linoleum), on second floor corridor,  
in classrooms and offices \$4,775.00  
Roof - flat area only 1,111.00  
Furniture - nine classrooms 6,682.35

Library Building

Tuckpointing 1,590.00  
Roof repair 494.00  
Shelving 1,239.35  
Lighting 622.64

Ayres Hall

New roof on dining room 3,443.00

Health Center

Floors - Resilient Type - office and second floor 827.00

Kitchen

Ranges and ovens 4,756.96

Tennis courts

Resurface and fence 2,719.00

The costs are well within the budget provision for this work, and in one or two instances are considerably under it. For instance, the budget included \$2,500 for tuckpointing the library, and \$7,000 for ranges and ovens in the kitchen.

COPY



CC: R. C. Colson ✓  
Dr. C. R. Keizer

October 15, 1963

Mr. Kenneth Wischmeyer  
911 Locust Street  
St. Louis 1, Missouri

Dear Mr. Wischmeyer:


At the meeting of the Board of Directors of Lindenwood College on October 14, you were authorized to go ahead with working drawings and specifications for the science building.

Yours sincerely,

F. L. McCluer  
President

FLM:MY

KENNETH E. WISCHMEYER, F.A.I.A.

ARCHITECT  911 LOCUST STREET • ST. LOUIS 1, MISSOURI

July 29, 1963

Mr. C. R. Ulrich  
Pitzman's Surveying Co.  
804 Pine Street  
St. Louis 1, Missouri

LINDENWOOD SCIENCE BUILDING

Dear Mr. Ulrich:

This letter will serve to authorize you to proceed with topographical survey, including all information relating to adjoining buildings: location of trees; streets and driveways, and existing utilities - in conformity with our conversation Friday, July 26, 1963.

Please forward your statement, in duplicate, for the work involved to our office for approval...it will in turn be forwarded to Mr. Robert C. Colson, Business Manager of Lindenwood College.

If there are any questions relative to the above, or related to the two drawings indicating the site, which I gave to you, please do not hesitate to contact me.

Sincerely yours,

KENNETH E. WISCHMEYER

ec

cc Mr. Robert C. Colson, Business Mgr., Lindenwood College  
200 College Street, St. Charles, Missouri

COPY

CC: R. C. Colson ✓

October 4, 1963

Mrs. Arthur Stockstrom  
13290 Maple Drive  
St. Louis 27, Missouri

Dear Gladys:

For your report at the Board meeting on the 14th for the Committee on Dormitories, we have not received all the bills for the work in Cobbs Hall, but it appears that the total cost will be between \$6,500 and \$7,000. You will remember that we had estimated the cost at \$7,000 in making up the budget.

The Garden Room has been received with enthusiasm by everybody who has seen it and is being used frequently by the students.

Yours sincerely,

F. L. McCluer  
President

FLM:MY

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

October 14, 1963

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

OPENING OF COLLEGE

The College opened on September 7 under the direction of Dean Paul W.  
Pixler. All indications are that we had a very satisfactory and smooth  
registration. Our Orientation Week has been shortened now that we require  
College Boards of all new students, and we had all students in their classes  
by the middle of the week.

Faculty and students alike were enthusiastic about the leadership of  
Dean Pixler in the absence of the President. Mr. Glenn G. Thomas, who assumed  
his duties as Director of Admissions and Public Relations in August, also  
contributed notably to the happy opening of the college.

553 students matriculated for the fall semester. Our total income  
from students for board, room and tuition from the September registration  
amounts to \$931,930, which is \$120,000 less than our anticipated income for  
the year. There will be some additional income from students with the  
registration for the second semester. Our budget allowed for a surplus of  
by the President of the College and the Dean; a luncheon for mothers and daughters

\$57,009. We shall hope that increased income from annual giving and decreased expenditures in some areas will allow us to operate without a deficit.

Since there was no registration for the course in Home Management this fall, the Home Management House is being used as a student center. Student response to the use of this building has been enthusiastic and the students have used it for small parties, have taken their dates there when they have not wished to leave campus, and during the day for study. Several vending machines have been placed in the house for the use of the students.

Under the sponsorship of the Dormitories Committee the recreation room in Cobbs Hall has been converted into a garden room, and the students have been equally enthusiastic about the change in this facility. The adjoining tea room is now provided with vending machines which give more space for the students and this has resulted in a considerable saving in labor costs.

#### AUDIT

Copy of the audit report is attached to this report. Operations for the year ended June 15, 1963 showed a surplus of \$31,187 over the expenses for this year.

#### FALL PROGRAMS

The fall programs which should be of special interest for members of the Board are those of Parents' Day, October 12, and what is described as the "Fall Festival" which begins on October 17.

The Parents' Day program will include an open house in the academic departments from 9:00 to 10:45; a convocation at 11:00 in the Chapel, addressed by the President of the College and the Dean; a luncheon for mothers and daughters

and women of the faculty, administration, and staff at 12:30 in Ayres Dining Room, this luncheon to be addressed by Dr. Esther L. Johnson; a luncheon for fathers of students and men of the faculty, administration, and staff at 12:30 in Fellowship Hall; open house in the residence halls from 3:00 to 5:00; and a western style dinner and program on the campus at 5:00.

We plan to organize a Fathers' Club at the luncheon for fathers. This club will be useful to the College in helping us find desirable students, in establishing a cooperative understanding of the college program with our patrons, and in helping us to secure gifts from patrons of the College. Dr. William F. McGinnis, of St. Louis, whose daughter is a member of the Junior Class, has agreed to accept the presidency of this club.

The "Fall Festival" consists of a concentration of public programs in the fields of the humanities and the arts. The following events have been scheduled:

- October 17 - 8:00 P.M. - "The New French Theater", Wallace Foley, University of Colorado (Auditorium)
- October 22 - 8:00 P.M. - Aristeia Ensemble, William Schatzkamer, Conductor - Program of Contemporary Music for Small Orchestra (Auditorium)
- October 24 - 8:00 P.M. - Play: "The Royal Gambit", by Hermann Gressieker, directed by Molly Fleetwood (a Lindenwood student) (Fellowship Hall)
- October 25 - 8:00 P.M. - David Barnett, Pianist, French Piano Music from Couperin to Poulenc (Auditorium)
- October 26 - 8:00 P.M. - Repeat performance of play given October 24
- October 29 - 4:00 P.M. - Poetry reading: John Knoepfle, Maryville College, will read from his translations of two modern Spanish poets, Rafael Alberti and Cesar Vallejo (Fine Arts Building)
- October 30 - 8:00 P.M. - "Six Characters in Search of an Author", Pirandello. New York Circle-in-the Square Theatre (Auditorium)

Members of the Board and their wives (or their husbands) are urged to attend the Parents' Day Program and the events of the "Fall Festival".

#### LOCATION OF THE SCIENCE BUILDING

Late in June the Buildings and Grounds Committee met at the College and examined several possible sites for the new science hall. The site that was recommended is immediately east of the library.

The architect has redrawn the plans to fit this site, and reduced the space to hold the cost of the building to approximately \$1,500,000. It is hoped that by the time the Board meets the new blueprints will be available.

#### PLANS OF THE CAMPAIGN COMMITTEE

The campaign committee consists of Raymond E. Rowland, as Chairman, John M. Black, Arthur S. Goodall, Admiral Sidney Souers, and Howard I. Young from the Board. Mr. Rowland, Mr. Doenges, and the President of the College talked with Mr. John M. Black last spring, and he consented to be chairman of the campaign to be made this winter. Preliminary plans to conduct an intensive solicitation in St. Louis in January were made at this time and are being developed.

The total we have received to date in pledges and gifts to our Development Program is \$127,803, approximately \$75,000 of which has come from members of the Board of Directors.

The annual solicitation program inaugurated in St. Charles last year yielded \$13,110, which goes to operations.

The Alumnae Fund for 1963 has reached \$14,963. This goes for operations except for \$1,000.

REAPPRAISAL COMMITTEE REPORT

Copy of the report that has been sent to the Reappraisal Committee of our Presbyterian Board of Christian Education is enclosed. The President of Lindenwood is a member of this committee, and it is expected that the committee will hold a meeting to review the reports from the several colleges sometime this winter.

RECOMMENDATIONS

It is recommended that a resolution authorizing the withdrawal of funds represented by Savings Certificates of Deposit on the signature of two of the following named officers of the College:

F. L. McCluer, President  
R. C. Colson, Business Manager  
Hazel Fuller, Assistant to the Business Manager  
Alice M. Wise, Secretary to the Business Manager

Appropriate copy of such resolution has been supplied by the Bank of St. Louis.

It is recommended that the following appointments be approved:

Paul W. Pixler, Dean of the College, at an annual salary of \$15,500, and a residence on campus. Dean Pixler holds the A.B. Degree from Kletzing College; B.D., Asbury Seminary; S.T.M. Harvard Divinity School; and Ph.D., (in Philosophy), Boston University. For the last six years he has been Vice-President and Academic Dean of Iowa Wesleyan College.

Mildred Haefele, Chairman and Associate Professor of the Department of Home Economics, at an annual salary of \$7,000. Miss Haefele holds the B.Ed. Degree from Illinois State Normal, and the M.S. from Ohio State University.

Donald Dennis Lisenby as Assistant Professor, part-time, in the Department of Psychology, at an annual salary of \$3,750. Mr. Lisenby holds the A.B. Degree from the University of Illinois and is working on his Ph.D. Degree at Washington University.



It is recommended that the Board decide at this meeting whether or not to make application for matching grant from the Federal Government in case the bill to provide such aid for the construction of academic facilities is passed by Congress.

The Missouri College Joint Fund Committee has been studying possibilities of effecting economies through some cooperative buying. One area in which data has been sought is through insurance companies for group hospital insurance and supplementary major medical insurance. It is recommended that the details of the proposal in this area be submitted to the Finance Committee for its recommendation.

Respectfully submitted,

*F. L. McCluer*

F. L. McCluer  
President of the College

Yours sincerely,

*F. L. McCluer*

F. L. McCluer  
President

FIN:MT

(Displaced by Dr. McCluer  
and signed in his absence)



LINDENWOOD COLLEGE  
SAINT CHARLES, MISSOURI

Office of the President

October 16, 1963  
(Dictated October 14, 1963)

Mr. Howard I. Young  
1515 Paul Brown Building  
818 Olive Street  
St. Louis 1, Missouri

Dear Mr. Young:

Your generous action in authorizing substantial help on my expenses for the operation at the Methodist Hospital in Rochester is sincerely appreciated. Mrs. McCluer and I are deeply grateful to you and shall always remember your great kindness to us.

It is a joy and an honor to be responsible to the Board of Directors of Lindenwood College!

I think your confidence and your generosity have done as much for me as will the operation.

Yours sincerely,

*F. L. McCluer*

F. L. McCluer  
President

FLM:MY

(Dictated by Dr. McCluer  
and signed in his absence)

HOWARD I. YOUNG

1515 Paul Brown Building  
818 Olive Street  
St. Louis, Missouri 63101  
October 18, 1963

This letter sent to  
each one of the names  
attached to your letter  
of October 17, 1963.

Mr. Colson:

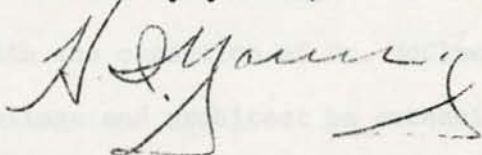
Knowing of your concern and anxiety in connection with Dr. McCluer's hospitalization, I am very happy to inform you that I talked with Mrs. McCluer this morning, at Rochester, Minnesota, and the doctor's reports are very encouraging. Dr. McCluer underwent surgery Wednesday, and a careful examination has indicated that the cause of his trouble has been removed.

Yesterday, the day following his operation, Dr. McCluer was able, twice, to get out of bed and sit up in a chair. I believe he also talked on the telephone.

I thought you would be interested in having a copy of the letter Dr. McCluer dictated Monday afternoon following our Board of Directors' meeting before he left for Rochester. A copy is enclosed.

If there is any unfavorable development in Dr. McCluer's condition, I shall inform you promptly.

Sincerely yours,



HIY:LJ  
Enc.

MINUTES OF MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
February 24, 1964

Pursuant to call and notice duly given each member of the Board of Directors and the members of the Advisory Board, in accordance with the By-Laws, the Annual Winter Meeting of the Board of Directors and of the Advisory Board of Lindenwood Female College was held at the Statler Hotel at 12:15 p.m. on February 24, 1964.

The following Directors and Members of the Advisory Board, being a quorum, were present:

Mr. Young  
Admiral Souers  
Mrs. Reed  
Mrs. Watkins  
Mr. Johnson  
Dr. Sweazey  
Mrs. Johnston

Mr. Brown  
Mr. Armstrong  
Mr. Mellow  
Mr. Rowland  
Mr. Black  
Mr. Wolff  
Dr. Skinner

Dr. Franc L. McCluer, President of the College, and Mr. Robert C. Colson, Business Manager of Lindenwood College, were also present.

Mr. Young, President of the Board of Directors, acted as Chairman of the meeting, and Mr. Colson acted as Secretary of the meeting.

The meeting was opened with prayer by Dr. Sweazey.

The minutes of the meeting of the Board of Directors held on October 14, 1963, as previously distributed, were approved on motion made, seconded and carried.

Dr. McCluer presented the report of the President of the College. The report was accepted and the recommendations therein, with the exception of Dr. McCluer's recommendation that the administration of the college and architect be authorized to invite bids for the construction and fixed equipment of the science building, were approved on motion. Action on this recommendation was postponed until the next regular meeting of the Board of Directors. A copy of the report is attached and is a part of these Minutes.

Dr. McCluer presented the recommendations of the faculty and administration for the conferring of the following honorary degrees at the 1964 Commencement:

Doctor of Literature - Dr. Mary Terhune

Doctor of Laws - Dr. Eric Goldman

Distributed by mail to the members of the Board of Directors and Advisory Board was the recommendation of the faculty and administration for the conferring of the honorary degree of Doctor of Divinity on Mr. Robert Rankin.

Approval was given by the Board of Directors for the conferring of the honorary degrees as recommended.

The report of the Finance Committee held on February 7, 1964, as given by Admiral Souers, Chairman of the Finance Committee, was approved on motion made, seconded and carried. Copy of the Minutes of the Finance Committee meeting is attached and is a part of these Minutes.

Motion was made by Mrs. Watkins, a member of the Dormitory Committee, for the redecorating and refurnishing of the living room in Butler Hall at a maximum cost of \$5,000. The motion was seconded and carried.

Dr. McCluer presented the report of the Faculty Committee and recommended that the Board approve the following schedule of faculty salaries for the year 1964-65:

|                     |                    |
|---------------------|--------------------|
| Professor           | \$8,600 - \$12,000 |
| Associate Professor | 7,000 - 10,000     |
| Assistant Professor | 6,000 - 8,000      |
| Instructor          | 5,000 - 7,000      |

Motion was made, seconded and carried approving the schedule of faculty salaries as recommended.

At the request of Mr. Young, Dr. Sweazey accepted the appointment as a member of the Faculty Committee.

It was suggested by Mr. Young and Dr. McCluer that Dr. Russell Crider be invited to serve as a member of the Advisory Board. Motion was made, duly seconded and carried to extend the invitation to Dr. Crider and that his name be presented to the Synod of Missouri, United Presbyterian Church in the U.S.A., for election to the Board.

Dr. McCluer congratulated Mr. Young on the honor bestowed upon him in receiving the Charles F. Rand Award for successful mining management and civic work.

There being no further business to come before the meeting, it was closed with prayer by Dr. Skinner.

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Chairman

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Secretary

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

February 24, 1964

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

STUDENT PERFORMANCE

The academic performance of students this last semester we consider to be well above the average for the last few years. Student morale and faculty morale are appreciably higher this year than last. Fourteen students completed requirements for graduation. Fifty-seven won a place on the Dean's Honor Roll with a grade point average of 3.5 or better, eleven of them having straight "A" marks. Only three students were suspended for academic failure, and only one was dismissed. Fifteen new students were admitted the second semester.

Our study of the records of the fourteen students who were placed on probation at the end of the semester and of the twenty-three who were admitted to the freshman honor society, Alpha Lambda Delta, indicates that motivation is a more important factor in performance than College Board scores. The Office of the Dean of Students is making a study of performance of all students in the hope that we can make a prediction on the basis of the high school record and College Board scores.

Students have been enlisted in cooperation with the Administration of the College through what is known as "The Sounding Board", and in a committee

for personal solicitation. Mr. Black has secured the help of the public relations staff of Southwestern Bell Telephone Company and Mr. Charles E. Staggitt, of Gardner Advertising Company, who have cooperated in preparing brochures to be mailed to prospects. A copy of the first of these brochures is attached to this report. It is planned to begin active solicitation in St. Louis after a kick-off student affairs. The Dean's committee on academic affairs consists of students selected by the Dean to discuss possible changes in the curriculum and requirements for the degrees, and other matters relating to academic instruction.

### PROGRESS ON FINANCIAL CAMPAIGNS

#### St. Charles Campaign

The St. Charles Committee for Community Support, composed of 35 St. Charles businessmen, launched its appeal for gifts to operations from citizens of St. Charles February 10. Committee members and others to be solicited were guests of the college at a dinner on that evening at which we expressed appreciation of support given last year, and gave them information about the program for this year. It is expected that all prospects will be seen personally by a representative of the committee by March 1.

#### Alumnae Solicitation

The alumnae report of giving for the last calendar year indicated that total gifts from alumnae amounted to \$28,251 and that these gifts came from 856 alumnae of the college. The names of the donors by class were published in an Alumnae Contributors Honor Roll in which Alumnae Day on May 2 was announced.

#### St. Louis Campaign

Mr. John Black and his committee have been working in setting up the solicitation to be held in St. Louis. They are now engaged in enlisting callers



for a Father - Daughter Banquet to be held at the University of Missouri in St. Louis. The members of the Executive Council of the College who will staff of Southwestern Bell Telephone Company and Mr. Charles E. Claggett, of Gardner Advertising Company, who have cooperated in preparing brochures to be mailed to prospects. A copy of the first of these brochures is attached to this report. It is planned to begin active solicitation in St. Louis after a kick-off dinner at the college on March 16.

#### Federal Loan or Grant

At the last meeting of the Board there was some discussion of possible application for a loan from the Federal Government. There was general agreement that we should not seek a loan at this time. Since that time Public Law 88-204 has been passed and signed by the President. This law allows for outright grants with special emphasis on science laboratory facilities, as well as for loans. The Business Manager of the College attended an information meeting sponsored by the U. S. Office of Education in Chicago. Under this legislation the college might ask for a grant in the maximum amount of \$500,000 under Title I of this act on a project assumed to cost \$1,500,000. This would not prevent the college from asking for a loan of \$625,000 under Title III. The members of the Finance Committee of the Board and of the campaign committee have been discussing the advisability of seeking either a grant or a loan because it would mean more financial help and because failure to do so might have an adverse effect upon our solicitation of funds in the business community.

#### Fathers' Club

The work of the Fathers' Club to which reference was made in this report of the fall has been completed. Approximately one-half of the fathers have already paid dues for membership in the club, and arrangements have been made

for a Father - Daughter Banquet to be held at the Sheraton-Jefferson Hotel in St. Louis. The members of the Executive Council of the Fathers' Club who will plan for solicitation of gifts to the college are:

William F. McGinnis, M.D.- President  
St. Louis, Missouri

Robert G. Ferrell - Vice-President  
Indianapolis, Indiana

Gordon J. Buchanan - Secretary  
Cincinnati, Ohio

Charles W. Boswell - Treasurer  
St. Charles, Missouri

Leroy Anderson B. Davis Napier, Ph.D., Professor of Old Testament at Yale Divinity School, and Master of Calhoun College, Yale University.

John O. Bergelin  
Big Rapids, Michigan "The Garden", "The Brothers",

E. Preston Calvert stories in Genesis made a sound impact upon the college community. Dr. Napier was equally effective in informal conversations with student groups.

Omer L. Carrothers  
Noplin, Missouri

W. B. Daume  
St. Louis, Missouri

HIGHER EDUCATION COUNCIL

Joseph DeBord  
Kearney, Nebraska

M. H. Fitzpatrick  
Amarillo, Texas

Max M. Goldenberg, M.D.  
East St. Louis, Illinois

Charles L. Hamilton  
El Dorado, Arkansas

Lester Moss  
Fort Worth, Texas

Judge James H. Pilkinton  
Hope, Arkansas

The Right Reverend G. H. Quarterman  
Bishop of the Diocese of Northwest Texas  
Amarillo, Texas

C. E. Mueller, M.D.  
St. Louis, Missouri

H. H. Scholle, D.D.S.  
Concordia, Missouri

Edward L. Sell  
Bay Village, Ohio

Fred Wittner  
Scarsdale, New York

#### RELIGION IN LIFE WEEK

Religion-in-Life-Week was an unusually significant one for faculty and students. Our leader was The Reverend B. Davie Napier, Ph.D., Professor of Old Testament at Yale Divinity School, and Master of Calhoun College, Yale University. His four formal presentations in the chapel on "The Garden", "The Brothers", "The Flood", and "The Tower" based on these stories in Genesis made a sound impact upon the college community. Dr. Napier was equally effective in informal conversations with student groups during the week.

#### HIGHER EDUCATION COORDINATING COUNCIL

The Higher Education Coordinating Council, consisting of representatives of the universities, the four year colleges, and the junior colleges in the metropolitan St. Louis area, is holding regular monthly meetings of the common problems of these institutions and various aspects of cooperation that will strengthen all of them. The two areas in which the greatest progress has been made to date are in the cooperative use of libraries and in planning for uniform practices in the use of public schools for apprentice teaching on the part of students. Mr. Mallinckrodt has been chairman of the HECC, succeeding Mrs. Aaron Fischer. The Council is composed of laymen, as well as administrators of various institutions. President McCluer is representing the privately supported, four

year colleges on this Council. We all entertain the hope that the work of the Council will be increasingly significant.

#### NORTH CENTRAL REVIEW

In March a team of two representatives of the Commission on Higher Education of the North Central Association will visit Lindenwood for a review.

This visit is made in accordance with the plan to review all member institutions since review has not been made in most cases since original accreditation.

Information which we are supplying to North Central will be available to members of the Board.

#### THE ARCHITECT'S PLANS FOR THE SCIENCE BUILDING

Detailed plans and drawings and specifications for the science building have been submitted by Kenneth E. Wischmeyer, the architect, and have been made available to the Buildings and Grounds Committee for examination. These plans, if acceptable to the Board, are then ready for examination by contractors for bids.

#### DEAN PIXLER'S SUGGESTIONS FOR CHANGES IN CURRICULUM

Attached to this report is a copy of the paper presented to the faculty by Dean Paul Pixler entitled "Some Curriculum Ideas for Lindenwood College." His recommendations include a recommendation for a change in the calendar and some changes in requirements for a degree and in the set up of courses. The faculty devoted one full meeting to a discussion, without action, after the paper had been submitted and read. At the last meeting of the faculty the faculty voted to recommend the 3 - 3 calendar in principle, which means that they recommend the organization of the calendar in three terms during the nine month period instead of in two, leaving to further debate and discussion the changes in curriculum.

The chief advantages of the 3 - 3 calendar are:

1. Fewer interruptions to study as a result of trips home (Christmas vacation would come shortly after the second term begins rather than just before final examinations, and the spring vacation would come between terms. There would be no other breaks.)
2. Concentration of student's interest on three courses meeting five hours a week rather than on six or seven, some of which would include only two meetings a week.
3. A restudy of course offerings by each department and by the four divisions.

The 3- 3- term idea was carefully examined by the faculty, in divisional meetings, and was recommended by the Educational Policies Committee of the faculty, as well as by the Administration.

#### TEN YEAR PROJECTION

Dean Pixler and Mr. Colson have put in a great many hours in making a careful projection of a budget for the college over the next ten years. This type of planning has been recommended to colleges by the Ford Foundation and has been very rewarding to institutions who have taken the trouble to go into it.

Attached are copies of the assumptions which we made before the Dean and the Business Manager filled in the estimated expenditures. Financial projections have been supplied to members of the Finance Committee and are available to any member of the Board. Since these are not definite commitments, we do not wish the projections to be common information outside the members of the Board and the administrative officers of the college.

#### RECOMMENDATIONS

It is recommended that \$30,000 suggested to the Finance Committee be approved for increasing faculty salaries. (You will remember that we are on

Report to the Board

- 8 -

February 24, 1964

a three year program to get our salaries into the following ranges. This is the third year.

|                     |                    |
|---------------------|--------------------|
| Professor           | \$9,000 - \$12,000 |
| Associate Professor | 7,000 - 10,000     |
| Assistant Professor | 6,000 - 8,000      |
| Instructor          | 5,000 - 7,000      |

This appropriation will enable us to adopt this schedule except that the minimum for professors will be \$8,600 instead of \$9,000. Only three members in this rank will be under the \$9,000 level.

It is recommended that the following schedule of faculty salaries be approved for the year 1964-65:

|                     |                    |
|---------------------|--------------------|
| Professor           | \$8,600 - \$12,000 |
| Associate Professor | 7,000 - 10,000     |
| Assistant Professor | 6,000 - 8,000      |
| Instructor          | 5,000 - 7,000      |

It is recommended that the Board approve the recommendation of the faculty of the three term program.

It is recommended that the honorary degree of Doctor of Literature be given to Dr. Mary Terhune on her retirement this year and that she be made Professor Emeritus.

It is recommended that the administration of the college and the architect be authorized to invite bids for the construction and fixed equipment of the science building, subject to the approval of the plans and specifications by the Buildings and Grounds Committee.

It is recommended that the administration be authorized to place an order for new furniture exclusive of beds for the student rooms in Niccolls Hall. (The Buildings and Grounds Committee and the Dormitories Committee of the Board have agreed that this hall should be refurnished.)

Respectfully submitted,

*F. L. McCluer*  
 F. L. McCluer

Office of the President

March 20, 1964

TO MEMBERS OF THE BOARD OF DIRECTORS AND ADVISORY BOARD OF  
LINDENWOOD COLLEGE:

At the regular meeting of the faculty of Lindenwood College on March 11 a recommendation was passed unanimously that the Board authorize the awarding of the honorary degree of Doctor of Divinity to Robert Rankin, the Associate Director of the Danforth Foundation of St. Louis.

Mr. Rankin holds the A.B. degree from the University of Iowa and the Bachelor of Divinity degree from Yale University. He is a minister of the United Church of Christ (Congregational).

In addition to general administrative duties at the Danforth Foundation, he carries specific responsibility for the administration of two programs for the Foundation, serving as Director of the Danforth Associate Program and as Director of the Danforth Programs in the Campus Ministry. He has guided the planning for the recently announced Danforth Study of Campus Ministries.

He has served on the staffs of Oberlin College and Claremont College. He has written articles for various magazines in the field of religion and higher education.

Mr. Rankin has made a profound impression on students and faculty on several appearances here as a vesper speaker.

Since we are not having another Board meeting until near commencement time, I am suggesting that we have a vote by mail of the members of the Board on this recommendation. If you will put your vote at the bottom of this letter and sign it, I shall appreciate it.

Yours cordially,

F. L. McCluer  
President

Recommendation approved \_\_\_\_\_

Recommendation not approved \_\_\_\_\_

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MINUTES OF MEETING OF  
FINANCE COMMITTEE  
OF  
LINDENWOOD COLLEGE

St. Charles, Missouri  
February 7, 1964

Pursuant to call by the Chairman, a meeting of the Finance Committee of Lindenwood College, St. Charles, Missouri, was held at the office of Admiral Souers, 1501 Locust Street, St. Louis, Missouri, at 11:00 a.m., February 7, 1964.

The following members of the committee were present:

Mr. Young  
Mr. Armstrong  
Admiral Souers, Chairman

Dr. McCluer, President of the College, and Mr. Colson, Business Manager, were also present.

On separate motions, duly seconded and carried, the following actions were taken:

1. To recommend to the Board of Directors that \$30,000 be added to the faculty salary budget for the 1964-1965 fiscal year.
2. To authorize the President of the College to make application for a Federal grant and/or loan under Titles I and III of P.L. 88-204
3. To authorize the transfer of \$7,858.20 from the Endowment Surplus Fund to the Operating Funds of the College. This is the cost of the garage at the President's residence and will be capitalized as an addition to the assets of the Plant Funds.
4. To authorize the transfer from the Endowment Surplus Fund to the Development Fund amounts equal to gifts to the Development Fund but added to the principal of other established funds.

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Sidney W. Souers, Chairman



MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
May 23, 1964

A special meeting of the Board of Directors and Advisory Board of Lindenwood Female College was called by Mr. Howard I. Young, President of the Board of Directors, in the office of the President of the College the morning of May 23. The meeting was opened with prayer by Dr. Skinner. Those present were Mr. Young, Dr. Crider, Mrs. Watkins, Mrs. Wright, Mr. Goodall, Dr. Skinner, Mr. Rowland, Mr. Brown, Dr. McCluer, and Mr. Colson.

Upon motion duly made, seconded and carried, the following candidates as listed below were approved for degrees. Those indicated by asterisk (\*) were approved subject to satisfactory completion of requirements.

Bachelor of Arts

Susan Norma Aberle  
Janice Marie Adlersfluegel  
Linda Lee Leech Albright (in absentia)  
Ota Elizabeth Alexander  
Nancy Jane Amazeen  
Claire Guerrant Armentrout, magna cum laude  
Margaret Ann Arnhart  
Janine Diane Bassford  
\*Cynthia Cofer Besant  
Olivia Charlene Bland  
Mary Lee Brannock  
Bettye Olivia Byassee, cum laude  
Quiza Chang  
Chai Kyung Chung (in absentia)  
Winifred Jeanne Criss  
Mary Anne Cunningham  
Susan Mary Davidson  
John Fred Dinkmeyer (in absentia)  
Dianne Bailey Duff  
Joan Carol Dykema  
\*Molly Elaine Flestwood  
Carlyn Gaye Graves  
\*Barbara Lynn Gregory  
\*Suzanne Craig Griffin  
Mary Jean Burger Gross  
Judith Norton Hale  
Nancy Lee Hamilton

Bachelor of Arts (Continued)

Mary Kezia Carrothers Hardin  
Mildred Elizabeth Hines  
\*Joan Louise Hiserote  
\*Charlyn Hollenbeck  
Judith Lynne Huntington, cum laude  
Anne Brightwell Hutchison, cum laude  
Kathrine Kaiser  
Suzanne Kiser  
Sarah Bell Kline  
Cathleen Callahan Klohr  
Mary Elizabeth Korb  
Jeannine Aline Langenberg  
\*Judith Ann Leatherby  
Lisa Leonard  
Marilyn Jean Lewis  
Mary Lou Jones Mshon  
\*Mary Jean Mattern  
Susan Helan McCord  
Martha Carolyn McDonald  
Trijntje Jeltje Meijer  
Carol Bernice Mullins  
Judith Ann Muntz  
Mildred Frances Naberhaus  
Eugenia Louise Pesuit  
Jeanne Elizabeth Pohlmann  
Karlotta Kay Poindexter  
\*April Annette Anderson Pritchett  
Barbara Ellen Sell  
Sally Annette Snyder  
Sue Elaine Snyder, Magna cum laude  
Lynn Dorothy Sperrang  
Gail Henri Stiefel  
Mary Susan Stockenberg  
\*Carolyn Lee Torgerson  
\*Carolyn Starr Welmer  
\*Gretchen Lee Young

Bachelor of Science

Kathryn Lee Baldus  
\*Charlotte Ann Bays  
Judith Anne Beard  
Janet Brandon Bergelin  
Marcia Jewell Billen  
\*Martha Tucker Bounds  
Jerol Lois Breitenbach  
Esther Suzanne Cundiff  
Ruth Adela Dauster  
Nancy Woodward Drebes  
Carole Diane Hill Earl  
Donna Lee Fisher  
Anita Marie Gerken  
Pheraby Kathryn Gordon  
Trillave Louise Green

Bachelor of Science (Continued)

Linda Lee Hoke  
Mary Michael Holman  
Joan Lee Houston  
Karen Lee Johnson  
Marjorie Anne Johnson  
Drewanna King  
Constance Emily Koch  
Ruth Ann Koller  
Winifred Widener Mauser  
Patricia Lee Mayfield  
Wanda Sue Miller  
Margaret Rayon  
\*Lucia Dooley Rithmiller  
Susan Lillian Rosenzweig  
\*Ann Schneider  
Lillian Irene Schuttenberg  
Eugenia Florence Shuller  
Avis Prine Spooner  
\*Virginia Ann Staub  
Lois Ann Stiegemeier  
Hana Jane Suzuki  
Sharon Leone Trammell  
Amelia Ann Williams

Bachelor of Music

Judith Madine Engelhardt  
Shirley Lou McKee

Bachelor of Music Education

Joyce Ann Arras  
Jane Ellen Curtis  
Diane Duncan Devine  
Karen Elizabeth Fasoldt

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Chairman

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Secretary

MINUTES OF MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
June 15, 1964

Pursuant to call and notice duly given each member of the Board of Directors and to the members of the Advisory Board, in accordance with the By-Laws, the annual spring meeting of the Board of Directors and of the Advisory Board of Lindenwood Female College was held at Bel Air West Motel at 4:00 p.m. on June 15, 1964.

The following Directors and Members of the Advisory Board, being a quorum, were present:

|                |                 |
|----------------|-----------------|
| Mr. Young      | Mrs. Johnston   |
| Dr. Crider     | Mrs. Reed       |
| Mr. Studt      | Mrs. Stockstrom |
| Dr. Skinner    | Admiral Souers  |
| Mr. Armstrong  | Mr. Black       |
| Mrs. Watkins   | Mr. Goodall     |
| Bishop Cadigan |                 |

Dr. Franc L. McCluer, President of the College, and Mr. Robert C. Colson, Business Manager of Lindenwood College, were also present.

Mr. Young, President of the Board of Directors, acted as Chairman of the meeting, and Mr. Colson acted as Secretary of the meeting.

The meeting was opened with prayer by Dr. Skinner.

On motion made, seconded and carried, the minutes of the meeting of the Board of Directors held on February 24, 1964, with correction made to record the attendance of Dr. Skinner, and the minutes of the special meeting held on May 23, 1964, as previously distributed, were approved.

President McCluer presented his report to the Board. A copy of the report is attached to these Minutes.

On motion made, seconded, and carried, President McCluer's recommendation for the appointment of the following members of the faculty for the 1964-1965 college year was approved:

Mary E. Ambler, Assistant Librarian  
Dorothy D. Butzow, Assistant Professor in the Department of Economics and Business  
F. Rand Merton, Professor of Spanish and Chairman of the Department of Modern Languages  
David Mulbury, Assistant Professor in the Department of Music  
Harold W. Richey, Associate Professor and Chairman of the Department of Psychology  
Robert G. Schmidt, Professor and Chairman of the Department of Sociology  
James A. Vinson, Assistant Professor in the Department of English

Mr. Goodall moved that the plans and specifications for the proposed Science Teaching Center, as prepared by Mr. Wischmeyer and approved by the Buildings and Grounds Committee and the Administration of the College, be submitted to a list of selected general contractors for bids and that the President of the Board of Directors or a Vice President of the Board of Directors and the Secretary of the Board of Directors be authorized to sign a contract with the low bidder for the construction of the building, if the bid, including heating, ventilating, air conditioning, plumbing, and electrical, is under \$1,500,000. The motion was seconded and carried.

Mr. Studt moved that the President of the Board of Directors appoint a committee composed of the Chairman of the Buildings and Grounds Committee, the Chairman of the Science Center Campaign Fund Committee, and the architect to select the general contractors to be invited to bid on the construction of the Science Teaching Center building from the list of general contractors suggested by members of the Board of Directors and the architect. The motion was seconded by Mr. Goodall and unanimously carried.

Motion was made by Mrs. Reed that the seven members of the faculty who are giving three weeks of their time during the summer to study the curriculum be paid \$100.00 each a week for this work. The motion was seconded by Admiral Souers and was carried.

Admiral Souers moved the approval of Dr. McCluer's recommendation that the administration investigate the possibility of renting off-campus housing for students in excess of the number that can be housed on campus if the resident student enrollment makes this necessary. The motion was duly seconded and carried.

The proposed scholarship, grant, and loan program for the 1965-1966 academic year as outlined in the President's Report was discussed. On motion by Mrs. Stockstrom, duly seconded and carried, this program was adopted with the deletion of the life insurance portion.

Dr. McCluer's recommendation to establish a sister college relationship with Beirut College for Women was given approval on motion by Dr. Skinner, duly seconded and carried.

Motion was made by Mrs. Reed to approve the recommendation that Lindenwood become a cooperating institution of the American School of Classical Studies in Athens by contributing \$250 annually to the support of the school. The motion was seconded by Mrs. Watkins and carried.

On motion made, duly seconded and carried, sabbatical leaves for one semester of the 1965-1966 year were approved for Dr. C. Eugene Conover and Mr. Hugo J. Bauer.

No action was taken on the recommendation of tuition grants to children of staff members.

Admiral Souers, Chairman of the Finance Committee, presented the committee report and the minutes of the meeting of the Finance Committee held on May 19, 1964. Admirals Souers moved that the report and the minutes be approved. The motion was seconded and carried. The report and the minutes are attached to the minutes of this meeting.

Admiral Souers also submitted the proposed 1964-1965 college operating budget which he reported had been reviewed and approved by the Finance Committee at its meeting held on May 19, 1964. Mr. Armstrong moved the adoption of the budget by the Board of Directors. The motion was seconded by Mr. Goodall and carried.

Mrs. Stockstrom, Chairman of the Committee on Dormitories, reported that planning for the redecorating and refurnishing of the living room in Butler Hall is progressing satisfactorily and that the cost of this project is included in the 1964-65 budget. Mrs. Stockstrom also reported that the redecorating and refurnishing in other student residential areas as recommended by the administration of the college and reviewed by the Dormitory Committee is included in this budget.

The report of the Buildings and Grounds Committee was presented by Mr. Goodall, Chairman of the Buildings and Grounds Committee. The following recommendations were approved on motion by Mr. Goodall, duly seconded and carried:

Vinyl asbestos flooring in student rooms and corridors in Irwin Hall at a cost of approximately \$7,500.

Slate or clay tile roof on Ayres Hall at an estimated cost of \$10,500.

A new flag pole at a cost of approximately \$900.

Painting of the water tank - approximate cost \$660, and stacks - approximate cost \$295.

Mr. Armstrong reported that a sixty (60) day option had been granted to the United States of America, Department of Justice, Bureau of Prisons, to purchase the coal, mineral, and appurtenant mining rights, underlying 225 acres of certain lands in the Morgan District of Monangalia County, West Virginia, owned by Lindenwood Female College, for and in consideration of the sum of \$2,250.00.

Mr. Armstrong moved that Mr. Howard I. Young, President of the Board of Directors of Lindenwood Female College, a corporation organized under the Laws of the State of Missouri, be authorized to sign a Quit Claim Deed conveying title to the rights to the United States of America if the option is exercised, and that the official seal be affixed and attested by the Secretary of said Corporation, Mr. William H. Armstrong. The motion was seconded and carried.

On motion made, duly seconded and carried, the Officers of the Board were authorized to sign a license granting the St. Charles Transit Company permission to place a radio antenna on the elevated water tank. A letter requesting this action is attached to these Minutes.

Installation of new boilers in the steam generating plant in order to provide additional and sufficient capacity for the present buildings and the new Science Building was discussed. A recommendation by the Buildings and Grounds Committee and the Administration of the College will be made to the Board of Directors at a subsequent meeting.

Mr. Young read the list of appointments to the various committees of the Board to serve June 1, 1964, to June 1, 1965. Membership of the committees are as follows:

Faculty Committee

The Reverend W. Sherman Skinner, D.D., Chairman  
Philip J. Hickey  
Mrs. Arthur Stockstrom  
Russell L. Dearmont  
Howard I. Young  
The Right Reverend George L. Cadigan, D.D.  
The Reverend George E. Sweazey, D.D.  
Mrs. James Reed

Committee of Dormitories

Mrs. Arthur Stockstrom, Chairman  
Mrs. Horton Watkins  
Mrs. Earl M. Johnston  
Mrs. Robert R. Wright

Buildings and Grounds Committee

Arthur S. Goodall, Chairman  
R. Wesley Mallow  
Sidney Studt  
George Brown  
The Reverend W. Davidson McDowell, D.D.  
Russell Crider, M.D.

Finance Committee

Sidney W. Souers, Chairman  
William H. Armstrong  
Russell L. Dearmont  
Howard I. Young  
John M. Black  
John M. Wolff, Jr.

Auditing

Sidney W. Souers  
William H. Armstrong



Development Committee

Raymond E. Rowland, Chairman  
Mrs. Horton Watkins  
Russell L. Dearmont  
Arthur S. Goodall  
Sidney Studt  
John M. Black  
Wesley Johnson

Executive Committee

Howard I. Young, Chairman  
William H. Armstrong  
Sidney W. Souers  
Raymond E. Rowland  
Mrs. Horton Watkins

June 13, 1964

It is a pleasure to make this report to the Board of Directors and Advisory Board of Lindsewood College.  
There being no further business to come before the meeting, it was closed with the benediction by Bishop Cadigan.

COMMENCEMENT

One hundred and seven members of the largest graduating class we have had in the history of the college were honored at commencement exercises held on May 23. Bishop George L. Cadigan delivered the benediction sermon on the evening of May 22, and Dr. Eric F. Colman, Rollins Professor of History at Princeton University and Special Consultant to the President of the United States, delivered the address to the graduates commencement meeting. The honorary degree of Doctor of Divinity was conferred on Mr. Secretary DeChane, who retired after thirty-eight years of teaching at Lindsewood; the honorary degree of Doctor of Divinity was conferred on The Reverend Robert Rankin, Associate Director of The Deaforth Foundation; and the honorary degree of Doctor of Laws on Dr. Goldan. These conferrals were ably and impressively presented by Mr. Howard I. Young, Mr. Raymond E. Rowland, and Dr. W. Sherman Skinner.

Chairman

Secretary

Fourteen members of the graduating class have already completed arrangements for graduate study, most of them with substantial fellowship grants, ranging from \$1,000.00 to \$3,210.00. One holds a Woodrow Wilson Fellowship and two members of the class received honorable mention in competition for this well known grant.

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

June 15, 1964

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

COMMENCEMENT

One hundred and seven members of the largest graduating class we have had in the history of the college were honored at commencement exercises held on May 23. Bishop George L. Cadigan delivered the baccalaureate sermon on the evening of May 22, and Dr. Eric F. Goldman, Rollins Professor of History at Princeton University and Special Consultant to the President of the United States, delivered the address to the graduates commencement morning. The honorary degree of Doctor of Literature was conferred on Dr. Mary Terhune, who retired after thirty-eight years of teaching at Lindenwood; the honorary degree of Doctor of Divinity was conferred on The Reverend Robert Rankin, Associate Director of The Danforth Foundation; and the honorary degree of Doctor of Laws on Dr. Goldman. These candidates were ably and impressively presented by Mr. Howard I. Young, Mr. Raymond E. Rowland, and Dr. W. Sherman Skinner.

Fourteen members of the graduating class have already completed arrangements for graduate study, most of them with substantial fellowship grants, ranging from \$1,000.00 to \$3,210.00. One holds a Woodrow Wilson Fellowship and two members of the class received honorable mention in competition for this well known grant.

More than forty members of the class have accepted teaching positions, twenty-two of them in the St. Louis area. Two members of the class have been offered positions with The Monsanto Company, and one with the Federal Reserve Bank of St. Louis.

Attendance at our commencement exercises on the campus was probably the largest we have ever had.

#### PUBLIC RELATIONS ACTIVITIES

During the year there are many activities in which faculty members, as well as students, make some impact upon the various groups with which the college is related. Several members of the faculty have accepted invitations to speak in churches and before educational groups, and some before professional societies.

As in former years, a considerable number of students participated in the worship services in churches on National Christian College Sunday, some speaking on the value of the church-related college, some offering prayers or reading Scripture, and others offered solos.

Mr. Thomas, Dean of Admissions, and Mrs. Clark, Alumnae Secretary, have made helpful contacts with alumnae groups and with high school counselors. Quite a number of new alumnae clubs have been organized, and the older clubs have continued to be very active.

The Lindenwood College Choir on a trip to New York and other cities in the East, and before the General Assembly in Oklahoma City made a fine impression. We received an unusual number of favorable comments from those who heard them on both trips.

News coverage in local newspapers, as well as by associated press, has been increased during the year.

RELIGION IN LIFE WEEK

The leadership of our Religion-in-Life Week Speaker, Dr. B. Davie Napier, of Yale Divinity School, was one of lasting influence in the college community. Dr. Napier made a profound impression on students and faculty. Some of Dr. Napier's addresses are to appear in book form, and will probably be of interest to many of you.

FACULTY

Two members of the faculty retired at the end of the year, Dr. Mary Terhune, Chairman of the Department of Modern Languages, and Miss Hortense Eggmann, Assistant Librarian. Each had served the college for a great many years. Resolutions of appreciation of the service of these members of the staff have been unanimously approved by the faculty and follow:

"A Statement of  
The Faculty and Administration of Lindenwood College  
On the Occasion of the Retirement  
Dr. Mary Terhune, Professor of Modern Languages

"The retirement of Dr. Mary Terhune, Professor and Chairman of the Department of Modern Languages, leaves a conspicuous void in the ranks of her colleagues. After thirty-eight years of service to Lindenwood College, as a teacher of Spanish primarily, but also of French, and occasionally of German, she is deservedly recognized, by students, alumnae, and her colleagues of this institution, as an outstanding teacher of modern languages.

"Doctor Terhune received the degree of bachelor of arts, with majors in French and German, from Western College for Women in Oxford, Ohio, where she was named a member of the college honor society in her junior year. She received the degree of master of arts in French from Columbia University and the doctorate of modern languages in Spanish from Middlebury College.

"Her record of foreign study and travel is impressive. After a year of residence and study in Madrid, Doctor Terhune was granted the Diploma de Suficiencia by the Centro de Estudios Historicos. She spent a summer studying at the University of Grenoble, France, and did further graduate study in Buenos Aires, Argentina, and at the University of Washington in Seattle. In her travels, she has visited the principal countries of

Europe and of Central and South America, as well as Mexico and Canada. Doctor Terhune has always stressed the value and importance of residence and study in the country of the language one teaches.

"Doctor Terhune has been a member of numerous professional and cultural organizations, in many of which she has served as an officer. Among these are the American Association of University Professors, the American Association of University Women, the American Association of Teachers of Spanish and Portuguese, the Modern Language Association of St. Louis and Vicinity, the Modern Language Association of the Midwest and South, the Alliance Francaise, and the Ateneo of Madrid. In no professional group, however, has she been more active or more devoted than in her work with the alumnae of Lindenwood College. The Alumnae Club of St. Louis has been an object of her special interest and loyalty for many years.

"For the considerate and democratic manner in which she has worked with her departmental colleagues, for the wisdom and high moral tone of her student counseling, for the many hours she has given to service on faculty committees, for the high standards of teaching she has maintained, and for the quality of excellence she has encouraged among her students, we, the members of the faculty and administration of Lindenwood College, wish to express our sincere appreciation to Dr. Mary Terhune, Professor of Modern Languages, on the occasion of her retirement after thirty-eight years of service to this institution.

Mr. Franklin Perkins, of                    F. L. McCluer, President  
undertake graduate study                Paul W. Pixler, Dean

Mr. William C. Ingram,                    ( M. Elizabeth Dawson  
Committee of                                ( Grazina O. Amonas  
the Faculty                                 ( Hugo J. Bauer  
Mrs. Nancy Richardson,                    ( Thomas W. Doherty"

"A Statement of  
The Faculty and Administration of Lindenwood College  
On the Occasion of the Retirement  
of  
Hortense F. Eggmann

"The retirement this spring of Hortense F. Eggmann comes after thirty-three years of service to Lindenwood College.

"Miss Eggmann came to Lindenwood in 1931. She received her bachelor of arts degree from the University of Illinois. She has a Certificate of Librarianship from the St. Louis Library School. She has done graduate work in library science at the University of Illinois and Columbia University School of Library Service.

"In her years as a Librarian here, she has made a quiet reputation as a cooperative, loyal, helpful friend of students and faculty alike. She has maintained a high technical standard in her cataloguing and research work. In her conscientious way, she has worked many hours beyond the minimum. Students, particularly, will remember her unstinting efforts to assist them in their work.

"Almost no one can remember Lindenwood without Miss Eggmann. It will be difficult to imagine it without her. Her colleagues and friends will miss her as they wish her well in the years that lie ahead.

"Adopted unanimously by the Faculty and Administration of Lindenwood College, May 13, 1964.

F. L. McCluer, President  
Paul W. Pixler, Dean

Committee of  
the Faculty

( Mildred Kohlstedt  
( James F. Hood  
( Robert Douglas Hume  
( Homer Clevenger"

The following members of the faculty resigned before the end of the year:

Mrs. Sue Brizius, who resigned because of family responsibilities.

Mr. Franklin Perkins, of the Music Department, who resigned to undertake graduate study at Washington University.

Mr. William C. Engram, of the Psychology Department, who resigned to undertake further study for a doctorate degree.

Mrs. Nancy Richardson, of the English Department, who resigned so that she might accompany her husband who is moving from St. Louis to the West.

Mr. Walker Edwards, who resigned to accept a position in Denver where his wife is also employed.

Dr. C. R. Keizer, of the Chemistry Department, who resigned to accept the chairmanship of the Department of Chemistry at New Mexico Institute of Mining and Technology.

A special committee of our faculty is continuing a study of the curriculum and the 3 - 3 calendar which was approved in principle by the faculty. This committee is meeting every day for a week after the close of the college and are returning in the fall to complete the study in the hope that they will have

positive recommendations to put before the faculty and the Board. We are discussing now the requirements in general education to be demanded of all students.

Another committee of the faculty is writing a proposed faculty constitution. At present the government of the college is described in general terms in the by-laws of the Board and in a collection of procedures in the Faculty Handbook. It is felt that a constitution for the faculty itself may be helpful. This committee has raised the question with me of including in the faculty constitution the fact that the President of the College is elected by the Board of Directors after discussion with a committee of the faculty, and that the Dean of the College is appointed by the President after discussion with a committee of the faculty. These procedures seem desirable.

#### RELATIONSHIP TO THE PRESBYTERIAN CHURCH

The Synod of Missouri will hold its annual meeting at Park College the latter part of June.

We have from the Stated Clerk of the Synod a motion made, seconded, and carried at the last meeting that the Synod of Missouri "direct the Boards of Trustees, Boards of Directors and Advisory Boards of Synod-related agencies - Lindenwood College, Missouri Valley College, Park College, Tarkio College, Westminster College, Presbyterian Homes of Missouri (including Homelife for Senior Citizens), Presbyterian Home for Children, the Directors of United Campus Christian Ministry and Westminster Foundation - to give equal opportunity to applicants for their services without regard to race, and to give equal opportunity to all qualified applicants for employment at all levels without regard to race; and that these agencies include in their reports to the 1964 meeting of the Synod a report on their actions in response to this directive. I have been

instructed by the General Council to write to ask you to inform you board(s) of this action, and to request that a statement in regard to this action be included in your annual report to the Synod."

I have indicated in my report to Synod that in our admissions and in our employment of staff we are not discriminating on the basis of race. Copy of our report to Synod is attached.

Mrs. John F. Lilly has resigned from the Advisory Board of Lindenwood College as of March 30.

We have made the following recommendations to Synod:

"We shall appreciate it if your committee will recommend to Synod the re-election of the following to our Advisory Board, term of office to expire the first Monday in January, 1971:

Wesley Johnson  
The Reverend George E. Sweazey, D.D.

"We also hope you will recommend the election of Russell L. Crider, M.D., St. Charles, Missouri, to fill a vacancy in the membership of the Advisory Board for the term of office to expire the first Monday in January, 1968."

The report of our national Board of Christian Education in regard to financial information includes some interesting data:

Last year 31 of the colleges operated without a deficit. We ranked 20th in the size of our surplus, \$31,187.

We ranked 17th among all the Presbyterian colleges related to the United Presbyterian Church in the U.S.A. in our total educational and general expenditures, and 4th in our total educational and general expenditures per student.

20th in our expenditures for instruction.

34th is our administrative and general expenditures.

41st on gifts received for operating expenses.

17th on income from student fees per student.

3rd on faculty salaries per student. On salaries paid to professors we ranked 11th both on the median and the maximum.



FINANCIAL PROMOTION

Mr. Charles W. Boswell has headed up the local campaign for community support. While there are still a few reports to be made, the total given to date is approximately what it was last year - \$12,000.00. Mr. Boswell and his committee of some fifteen co-workers have been of real help to the college and we believe this fund will grow.

The amount from Synod's Causes is \$10,400.00, and the appropriation from our national Board of Christian Education was approximately \$29,000.00 this year and will be about the same next year.

The alumnae have moved the date for their campaign from spring to fall so that the total report will fall within our fiscal year. They are organizing telephone committees in cities now and will have a mail campaign from the secretary of each class. Our mailing list has grown from 8,000 to something over 9,000.

The capital funds campaign for the science teaching center has been well organized by Mr. John M. Black, chairman of the campaign, and has been effectively presented in brochures which have gone to our prospects. Approximately ninety callers have been enlisted to make personal solicitations. The total response as of May 29 amounts to \$218,430. Mr. Black is calling a meeting of the committee and of the callers on June 8 and we shall have some further report of progress before the meeting of our Board on the 15th.

Proposals for help on the science teaching center building have been submitted to several foundations. We have not heard from the proposal to the United States Steel Foundation. We have also recently written the Kettering Foundation to see if there may be a common ground of interest.

Dr. F. Rand Morton, our new Chairman of the Department of Modern Languages, comes to us from the University of Michigan where he had a substantial grant from the U. S. Office of Education to experiment on the use of machines for programmed instruction. The purpose is to teach the language for use and to enable the student to acquire a vocabulary of 1,500 words speedily (with 200 to 300 hours of work), and then to have the student study the literature of the language in classes in which that language alone is used. He proposes to continue this experiment in Spanish and French at Lindenwood College and has asked for a grant from the U. S. Office of Education to provide some equipment which will be necessary. He has been assured of favorable response to one proposal.

Our request to the National Science Foundation for help in equipping a psychology laboratory was not approved at the first hearing, but we have just received a telegram saying that if we are willing, they will be glad to consider it for a grant of \$4,500.00. We had asked for \$12,000.00, but have assured them we will be glad to be considered for the smaller sum.

#### BUDGET

A copy of the proposed budget, which is being recommended by the Administration and the Finance Committee, is attached to this report. It is based on the assumption that we shall have 536 boarding students and 100 day students. We have enrolled to date 582 boarding students and while there will be some cancellations, there will also be some additional applications, so we feel confident this is a reasonable estimate. For several years we have had between 90 and 105 day students.

You will notice that instead of having a separate item for general administrative staff benefits, we have distributed the staff benefits in the several

administrative offices. This distribution is also being made in the current year's budget.

The estimate of income from endowment is based on the projections given us by the representatives of the two trust companies.

This is the first year in which we have placed a contingency item in the budget. We have included this item as two percent (2%) of the general and educational expenditures budgeted.

#### HIGHER EDUCATION COORDINATING COUNCIL RECOMMENDATION

The Higher Education Coordinating Council has been meeting once a month. It is planned to spend some time this summer in presenting a report on library facilities in the area, and in studying the possibility of further cooperation on the part of various institutions in making further use of these facilities. A union list of periodicals for the area will be available later this month.

The committee of this Coordinating Council which has been studying the program of state scholarships in various states is recommending that friends of higher education seek enactment of a law in Missouri which would include the following provisions:

- "1. Provide for the appointment of a bipartisan State Scholarship Commission which would be charged with the administration of a state scholarship program.
- "2. Scholarships should be awarded to the credit of individual students, with the State Commission on Higher Education possibly charged with the bookkeeping which would be required and which would make money available to individual students as needed. Another approach might be to reimburse students for approved expenditures which the student had made.
- "3. Scholarship awards would be granted only to cover cost of tuition, fees, cost of books, and cost of board and room if living away from home.

RECOMMENDATIONS  
to the approval of the Committee on Faculty:  
Mary E. Ambler as Assistant Librarian, at a salary of \$7,000.00 annually, to replace Hortense Egmann, who is resigning.

- "4. The maximum value of a scholarship should be \$600.00 per student per year. Scholarships could be granted in lesser amounts, as determined by need, and there could also be honorary scholarships which carry no monetary award.
- "5. There should be a minimum of 400 scholarships awarded in the state at large and 12 additional scholarships for residents of each of the 34 senatorial districts of the state.
- "6. Scholarships could be used only in Missouri institutions of higher education and only in institutions which are accredited by the North Central Association or the State Department of Education. Scholarships would be renewable and could be transferred to another accredited institution within the state by a recipient."

#### APPLICATION FOR LOAN AND GRANT

We are preparing as authorized at the last meeting of the Board application for a grant and for a loan. These applications should be sent to the Missouri Commission on Higher Education for review in connection with the distribution of monies to be provided under the Higher Education Facilities Act of 1963.

We have received information from the Commission that applications may be made for projects already contracted. I have verification of this statement by telephone with the Executive Secretary of the Missouri Commission on Higher Education, and shall hope to have written verification soon.

The Commission has suggested that July 31, 1964, or sixty days after the Senate approves the appropriations bill be the first cut off date for receiving applications. We shall, of course, plan to have our application ready for the signatures of the officers of the Board before the end of June although it seems unlikely that the Senate will act on appropriations in the current session.

#### RECOMMENDATIONS

It is recommended that the following appointments be approved, subject to the approval of the Committee on Faculty:

Mary E. Ambler as Assistant Librarian, at a salary of \$7,000.00 annually, to replace Hortense Eggmann, who is retiring.

Mrs. Dorothy D. Butzow as Assistant Professor in the Department of Economics and Business at an annual salary of \$7,200.00, to replace Mrs. Sue Brizius, who is resigning.

Dr. F. Rønd Morton as Professor of Spanish and Chairman of the Department of Modern Languages at an annual salary of \$13,500.00, to replace Dr. Mary Terhune, who is retiring. \$1,500.00 of this salary is to be allowed for administrative responsibilities in setting up a new program.

David Mulbury as Assistant Professor in the Department of Music at an annual salary of \$7,200.00, to replace Mr. Perkins, who is resigning.

Dr. Harold W. Richey as Associate Professor and Chairman of the Department of Psychology, at an annual salary of \$10,000.00, to replace Mr. Engram, who is leaving to complete his work for a doctor's degree.

Dr. Robert G. Schmidt as Professor and Chairman of the Department of Sociology at an annual salary of \$10,000.00, to replace Dr. Webster.

James A. Vinson as Assistant Professor in the Department of English at an annual salary of \$6,500.00, to replace Mrs. Richardson, who is resigning.

Delores Williams as Assistant Professor in the Division of the Social Sciences at an annual salary of \$7,300.00, to replace Mr. Edwards, who is resigning.

It is recommended that the drawings and specifications for the science teaching center be submitted for bids, the contractors to be approved by the architect and the members of the Buildings and Grounds Committee. (This recommendation was not approved at the last meeting because of our feeling that we might be handicapped in seeking a grant from Federal funds if we entered into a contract. With assurance that this is not the case, it seems to me we should go ahead.)

It is recommended that the seven members of the faculty who are giving three weeks of their time during the summer to study the curriculum be paid \$100.00 each a week for this work.

June 15, 1964

It is recommended that the administration be authorized to investigate the possibility of off-campus housing for students in excess of the number we can house on campus if the number of qualified applicants makes it necessary.

Respectfully submitted,

*F. L. McCluer*

F. L. McCluer  
President

FLM:MY

REPORT OF LINDENWOOD COLLEGE

TO  
SYNOD OF MISSOURI

June 1, 1964

One hundred and five seniors were honored at the commencement exercises at Lindenwood College. The baccalaureate sermon was delivered by Bishop George L. Cadigan, and the commencement address was delivered by Dr. Eric F. Goldman, Rollins Professor of History at Princeton University, and Special Consultant to the President of the United States. Again this year approximately one-fourth of our graduates are continuing their study in graduate schools, many of them on fellowship grants, one of which is a Woodrow Wilson Fellowship.

Dr. Esther L. Johnson, who came to Lindenwood this fall as Director of the Program for Preparation of Certified Church Educators, is making an exceedingly significant contribution to the college and to the church in developing a program for the assistants in Christian education. She is making arrangements for apprenticeships in the churches in the St. Louis area and will welcome conversations with the pastors of this area for further possibilities in apprentice work.

The leadership of our Religion-in-Life Week speaker, Dr. B. Davie Napier, of Yale Divinity School, was one of lasting influence in the college community. Dr. Napier made a profound impression on students and faculty.

We were happy to have the Lindenwood College Choir make two appearances before Popular Meetings in connection with General Assembly.

The college is presently seeking capital funds for a science teaching center building at an estimated cost of \$1,500,000. Mr. Raymond E. Rowland, chairman of the Board committee on development, and Mr. John Black, chairman of the campaign for this funds drive, have been working efficiently in recruiting

ninety callers. The campaign is going forward effectively. The interest of Presbyterians in providing this much needed facility at the college will be appreciated greatly.

Lindenwood is cooperating with the Higher Education Coordinating Council of Metropolitan St. Louis in seeking coordination of our efforts in the area that will strengthen the services of the several institutions. This year we have been working on plans for cooperative use of library facilities in the area and in making a study of other possibilities for cooperation. The Council is composed of the representatives of the publicly supported universities and colleges, the two great universities in St. Louis, and the privately supported colleges in the area. The President of Lindenwood is the representative of the smaller liberal arts colleges in the area. Mr. Lawrence Mallinckrodt is chairman of the group. An executive director was employed last summer.

Dr. Mary Terhune, who has been a member of the faculty of Lindenwood College for thirty-eight years, retired as Chairman of the Department of Modern Languages at the end of the current college year. Her distinguished service has brought her wide recognition throughout her profession. An honorary degree was awarded her and she was made an emeritus professor upon her retirement. Miss Hortense Eggmann, who has been Assistant Librarian at the college for thirty-three years, was retired after years of rewarding service to hundreds of students and to the college.

The college established a faculty lectureship this year providing that a member of the faculty be selected for a Lindenwood College lecture each year. This honor was awarded this year to Dr. C. Eugene Conover, who will deliver a lecture at a college convocation on November 18. We shall be happy to have members of the Synod who will be interested as our guests on this occasion.



Enrollment for the fall is currently beyond our capacity for dormitory space, but we are planning to make arrangements to take care of those who have been accepted at this time.

A plan for state scholarships, similar to that of California, Illinois, and several other states, has been considered by the Missouri Legislature. A similar scholarship plan will probably be introduced at the next session of the Legislature. The purpose of the program is to provide help for well qualified students to obtain a college education. Each student awarded scholarship aid enters the college or university of his choice in the state. The award is made to the student, not to the college. Experience of other states with the plan has been good. There has been some suggestion that the scholarship aid not be given to students who go to privately supported, church related institutions, which would, of course, constitute discrimination against these institutions. Since the grant is made to the student, it seems to those of us in our colleges that our church related institutions should be eligible to receive such students.

Lindenwood College has received the official notice from the Stated Clerk of the Synod concerning the policy of the church related institutions in giving equal opportunity to applicants for admission without regard to race, and to give equal opportunity to applicants for employment without regard to race. It is a pleasure to inform Synod that these policies are followed at Lindenwood College.

We rejoice in the opportunity to be identified with the Presbyterian Church and to serve the institution of the church and the Kingdom of God in these exciting days. We hope we merit your enthusiastic support, and we solicit your interest and your prayers.

Respectfully submitted,

F. L. McCluer, President  
Lindenwood College

ADDITIONAL RECOMMENDATIONS  
to the  
BOARD OF DIRECTORS  
of  
LINDENWOOD COLLEGE

June 15, 1964

The scholarships and grants budget for the academic year 1964-65 has been set at \$100,000. Currently, scholarships are awarded on the basis of scholastic achievement and need; grants-in-aid are given those whose need is indicated, but whose academic achievement does not qualify them for scholarships.

It is proposed that for the academic year 1965-66 and future years, one-third of the aid budget should be made available for grants; one-third for additional self-help, and one-third allocated for loans to students. These funds would be assigned as follows:

1. An amount up to \$500 which a student needs will be available only if she seeks self-help on campus and is assigned a job.
2. Between \$500 and \$950, a student must work and make a loan. She will be eligible for the first \$500 with work, the next \$450 or less, must be secured through a loan from the college.
3. A student needing assistance in excess of \$950 will receive aid through work, loan, and grant-in-aid.

Lindenwood's current program would be changed as follows:

WORK (SELF-HELP) - Currently only two types of self-help are offered. A student works on campus for \$150 at one of several positions, or she performs waitress duties in the dining room and annually receives \$450. This program will be increased by the amount withdrawn from grants-in-aid for which we do not presently require work. Self-help will be available in amounts of \$150, \$200, \$300, and \$500 with assignments made on the basis of need and qualifications.

GRANTS-IN-AID - This program will continue as presently administered except that grants-in-aid will be available only after the first \$950 of help has been secured through self-help and loan.

LOANS - Lindenwood previously has not had a loan program of its own. As proposed, a student could come to Lindenwood and borrow a maximum of \$1,800.00 during her college years. The loan would be made with a low rate (3 percent) and simple interest beginning one year after the student is graduated from the college. Repayment will begin one year after graduation, and repaid on a monthly basis.

Two features of this loan program should be: a 25% discount of the total amount the student has borrowed upon graduation, and an insurance program covering the full amount of the anticipated indebtedness to the college.

The one-quarter discount, \$450 maximum, will aid the college's program of retaining upperclass students until graduation. It will serve as a good sales point, too, in presenting the assistance program to prospective students and their parents.

The insurance program will guarantee repayment of the loan and assure money designated for educational purposes in the amount of the insurance.

Any future increase in college costs should be reflected in aid to the student. If a 5% increase in costs should become effective some future year, the student should receive a 5% increase in aid. An announced policy of increasing aid as any costs are increased will be helpful.

Budget determination for student assistance should be given by September 1 of the year preceding the academic year for which it is granted. The college's

admissions staff should know as the year begins the amount of assistance which will be available for the next term.

It is recommended that the program outlined above be approved and the administration authorized to set up the necessary administrative procedures.

It is recommended that Lindenwood College establish a sister college relationship with the Beirut College for Women, the only four-year liberal arts college for women in the Middle East. It is hoped that this would be mainly a student project after the sister college relationship is established between the two presidents. The academic dean of Beirut College for Women has been consulted and she believes it would be a profitable relationship. Lindenwood students could designate funds for Beirut from its WUS Campus Chest for scholarship purposes. In addition, an exchange of students or faculty might be affected in the future. Among the other possibilities is Lindenwood's graduates being permitted after completing graduate work to teach at Beirut.

It is recommended that Lindenwood College become a cooperating institution of the American School of Classical Studies in Athens by contributing \$250 annually to the support of the school. As a supporting member (Bryn Mawr, Mount Holyoke, Radcliffe, Randolph-Macon, Smith, Vassar, and Wellesley are members), we could include this statement in our catalog and it would be an effective promotion tool for seeking new students. Graduates of Lindenwood would receive free tuition at the school in Athens if the college is a supporting member; the college would have the right to name one of its classics staff for membership on the managing committee; and this staff member would be eligible to serve as an annual or visiting professor at Athens.

It is recommended that the application for Sabbatical leave for one semester for the year 1965-66 be approved for Dr. C. Eugene Conover, who wishes

June 15, 1964

to spend time in preparing a new book, and for Mr. Hugo J. Bauer for one semester for the year 1965-66 to do graduate work in German literature. Dr. Conover has been a member of the faculty since 1948 and Mr. Bauer since 1947. Since each of these leaves is for one half year, it enables us to provide this Sabbatical at the cost of one full salary.

Among the fringe benefits given now by a great many colleges is a guarantee of help on the education of sons or daughters. We have for years been giving tuition grants to daughters of members of the staff. It is recommended that a gift of \$500 be made to Mr. Charles H. Bushnell, Supervisor of Plant Operation and Maintenance, to be applied on the education of his son at the University of Missouri for this coming year, and a similar amount to Mrs. Jeanne Huesemann, of the Department of Mathematics, to be applied on the education of her son at Hanover College. The payments may be made directly by us to these institutions.

Attached is information from the Department of Health, Education, and Welfare, Office of Education, concerning the possibility of an institution proceeding with the construction of a building prior to approval by the Commissioner of Education under Title I.

Respectfully submitted,

*F. L. McCluer*  
m. y

F. L. McCluer  
President

FIM:MY

Enc.

Eligibility of Projects and Project Development  
Costs Under P. L. 88-204 Where Such Costs Are  
Incurred or Contracted For Prior to Approval  
By the Commissioner of Education

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Pending full implementation of the assistance programs authorized by P. L. 88-204, some institutions have requested advice on whether to proceed with construction of urgently needed academic facilities or to delay construction until final action has been taken on a grant or loan application covering such facilities.

Subsection 401(c) of the Act clearly precludes Federal participation in "any cost incurred before, or under a contract entered into before, the enactment of this Act" (December 16, 1963). In addition, it is desirable that within a reasonable period of time project approvals under the Act be placed on a current basis, with a grant or loan agreement between the applicant and the Commissioner being completed before the start of construction. When this is accomplished, applicants will be able to proceed with full assurance of Federal support for the project.

In the initial stages of the program, however, scheduling requirements may create strong pressures on institutions to proceed with construction of urgently needed academic facilities without waiting for appropriations or regulations to implement the program.

It is Office of Education policy neither to encourage nor to discourage institutions from proceeding with construction of undergraduate academic facilities in such cases. Regulations for the program will not permit either favorable or unfavorable priority consideration by a State Commission based on the fact that a project is already under construction. In addition, for project applications submitted prior to January 1, 1965, the regulations will not place any restrictions regarding eligible project development costs based on date of obligation, other than those restrictions prescribed by the Act.

Any institution which proceeds with construction contracts or otherwise incurs development costs for a project prior to project approval by a State Commission (under Title I only) and by the Commissioner of Education assumes sole responsibility for the cost of the project until

and unless a grant or loan approval subsequently is granted. Prospective applicants should recognize the risks involved in such action: (1) the Title I grant application may not receive sufficiently high priority from the State Commission; (2) the project or the institution may fail to meet all basic eligibility requirements for approval by the Commissioner of Education; (3) Federal approval may be jeopardized by failure to comply with requirements of law as to contract provisions for wage rates, overtime compensation, or equal employment opportunity; (4) some portion of the project or of the total development cost may be ruled ineligible for participation under the pertinent title, thus reducing the amount of the Federal grant or loan and increasing the ultimate financial responsibility of the applicant.

In the case of graduate academic facilities, potential applicants are specifically advised not to begin development of facilities for which a Title II grant may be requested, unless prepared to assume the full financial responsibility. Possible availability of Federal assistance for such projects cannot be known, at the earliest, before the required Advisory Committee for Graduate Education has been appointed and has had time to develop proposed policies. The Advisory Committee for Graduate Education will advise the Commissioner of Education "(1) on the action to be taken with regard to each application for a grant under this title, and (2) in the preparation of general regulations and with respect to policy matters arising in the administration of this title, including the development of criteria for approval of applications thereunder."

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U. S. Commissioner of Education

April 27, 1964

May W. Souder, Chairman  
 William H. Armstrong  
 Russell L. Deacon  
 Howard I. Young  
 John H. Black  
 John R. Wolff, Jr.

ADDITIONAL

Sidney W. Souder  
 William H. Armstrong

MEMBERSHIP OF VARIOUS COMMITTEES  
OF LINDENWOOD COLLEGE JUNE 1, 1964 to JUNE 1, 1965

FACULTY COMMITTEE

The Reverend W. Sherman Skinner, D.D., Chairman  
Philip J. Hickey  
Mrs. Arthur Stockstrom  
Russell L. Dearmont  
Howard I. Young  
The Right Reverend George L. Cadigan, D.D.  
The Reverend George E. Seazey, D.D.  
Mrs. James Reed

COMMITTEE OF DORMITORIES

Mrs. Arthur Stockstrom, Chairman  
Mrs. Horton Watkins  
Mrs. Earl M. Johnston  
Mrs. Robert R. Wright

BUILDINGS AND GROUNDS COMMITTEE

Arthur S. Goodall, Chairman  
R. Wesley Mellow  
Sidney Studt  
George Brown  
The Reverend W. Davidson McDowell, D.D.  
Russell Crider, *M. R.*

FINANCE COMMITTEE

Sidney W. Souers, Chairman  
William H. Armstrong  
Russell L. Dearmont  
Howard I. Young  
John M. Black  
John M. Wolff, Jr.

AUDITING

Sidney W. Souers  
William H. Armstrong



Page 2

DEVELOPMENT COMMITTEE (This Committee not identical  
with the Campaign Committee)

Raymond E. Rowland, Chairman  
Mrs. Horton Watkins  
Russell L. Dearmont  
Arthur S. Goodall  
Sidney Studt  
John M. Black  
Wesley Johnson

EXECUTIVE COMMITTEE

Howard I. Young, Chairman  
William H. Armstrong  
Sidney W. Souers  
Raymond E. Rowland  
Mrs. Horton Watkins

St. Louis, Missouri  
June 18, 1964

MINUTES OF MEETING OF  
FINANCE COMMITTEE  
OF  
LINDENWOOD COLLEGE

St. Charles, Missouri  
May 19, 1964

Pursuant to call by the Chairman, a meeting of the Finance Committee of Lindenwood College, St. Charles, Missouri, was held at the office of Admiral Souers, 1501 Locust Street, St. Louis, Missouri, at 10:00 a.m., May 19, 1964.

The following members of the committee were present:

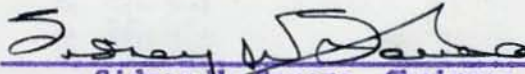
Admiral Souers, Chairman  
Mr. Young

Dr. McCluer, President of the College, and Mr. Colson, Business Manager, were also present.

President McCluer presented the proposed budget for the 1964-1965 fiscal year. On motion by Mr. Young, duly seconded and carried, the Finance Committee approved the budget and recommended its adoption by the Board of Directors at its next regular meeting.

On motion made, seconded and carried, the President of the College was authorized to employ the firm of Boyd, Franz & Company to make the 1963-1964 audit report at a cost not to exceed \$2,250.

On motion made, seconded and carried the Chairman was authorized to sell through the St. Louis Union Trust Company 5,000 shares of common stock of General Contract Finance at the price of \$7 or better.

  
\_\_\_\_\_  
Sidney V. Souers, Chairman

  
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LINDENWOOD FEMALE COLLEGE

ST. LOUIS UNION TRUST COMPANY

|                                     | June 15, 1963      |                    |                  |       |            | June 15, 1964      |                    |                  |       |            |
|-------------------------------------|--------------------|--------------------|------------------|-------|------------|--------------------|--------------------|------------------|-------|------------|
|                                     | Book Value         | Market Value       | Income           | Yield | % of Total | Book Value         | Quoted Value       | Income           | Yield | % of Total |
| <u>General Endowment Funds</u>      |                    |                    |                  |       |            |                    |                    |                  |       |            |
| Bonds                               | \$1,834,464        | \$1,969,409        | \$ 89,941        |       | 29.74      | \$1,889,829        | \$2,009,646        | \$ 91,763        |       | 27.60      |
| Preferred Stocks                    | 119,917            | 155,565            | 9,425            |       | 2.35       | 94,717             | 111,726            | 6,224            |       | 1.53       |
| Common Stocks                       | 1,177,343          | 4,454,626          | 156,366          |       | 67.27      | 1,273,649          | 5,128,024          | 163,547          |       | 70.43      |
| Cash                                | 42,541             | 42,541             | ---              |       | .64        | 32,001             | 32,001             | ---              |       | .44        |
|                                     | <u>\$3,174,265</u> | <u>\$6,622,111</u> | <u>\$255,732</u> | 3.86% | 100.00     | <u>\$3,290,196</u> | <u>\$7,281,397</u> | <u>\$261,534</u> | 3.59% | 100.00     |
| <u>Ford Foundation Faculty Fund</u> |                    |                    |                  |       |            |                    |                    |                  |       |            |
| Bonds                               | \$ 112,832         | \$ 111,350         | \$ 4,841         |       | 46.54      | \$ 111,151         | \$ 108,025         | \$ 4,482         |       | 43.44      |
| Common Stocks                       | 86,214             | 129,727            | 3,807            |       | 54.22      | 96,519             | 143,049            | 4,311            |       | 57.52      |
| Cash                                | - 1,819            | - 1,819            | ---              |       | -.76       | - 2,401            | - 2,401            | ---              |       | -.96       |
|                                     | <u>\$ 197,227</u>  | <u>\$ 239,258</u>  | <u>\$ 8,648</u>  | 3.61% | 100.00     | <u>\$ 205,269</u>  | <u>\$ 248,673</u>  | <u>\$ 8,793</u>  | 3.54% | 100.00     |
| <u>Ford Foundation Accomp. Fund</u> |                    |                    |                  |       |            |                    |                    |                  |       |            |
| Bonds                               | \$ 71,272          | \$ 70,461          | \$ 3,222         |       | 52.98      | \$ 74,129          | \$ 72,776          | \$ 3,192         |       | 52.80      |
| Common Stocks                       | 44,438             | 58,196             | 1,723            |       | 43.76      | 48,005             | 66,256             | 1,977            |       | 48.08      |
| Cash                                | 4,334              | 4,334              | ---              |       | 3.26       | - 1,216            | - 1,216            | ---              |       | -.88       |
|                                     | <u>\$ 120,044</u>  | <u>\$ 132,991</u>  | <u>\$ 4,945</u>  | 3.72% | 100.00     | <u>\$ 120,918</u>  | <u>\$ 137,816</u>  | <u>\$ 5,169</u>  | 3.75% | 100.00     |
| SUB-TOTAL                           | \$3,491,536        | \$6,994,390        | \$269,325        | 3.85% |            | \$3,616,383        | \$7,667,886        | \$275,496        | 3.59% |            |

MERCANTILE TRUST COMPANY

Margaret L. Butler - Nellie Eastlick (Pease) Fund

|               |                   |                   |                  |       |        |                   |                   |                  |       |        |
|---------------|-------------------|-------------------|------------------|-------|--------|-------------------|-------------------|------------------|-------|--------|
| Bonds         | \$ 174,520        | \$ 183,786        | \$ 8,445         |       | 21.04  | \$ 181,613        | \$ 185,942        | \$ 8,580         |       | 18.81  |
| Common Stocks | 211,642           | 685,454           | 23,080           |       | 78.48  | 211,642           | 802,381           | 24,970           |       | 81.17  |
| Cash          | 4,224             | 4,224             | ---              |       | .48    | 224               | 224               | ---              |       | .02    |
|               | <u>\$ 390,386</u> | <u>\$ 873,464</u> | <u>\$ 31,525</u> | 3.61% | 100.00 | <u>\$ 393,479</u> | <u>\$ 988,547</u> | <u>\$ 33,550</u> | 3.39% | 100.00 |

FIRST NATIONAL BANK OF ST. CHARLES

Nannie S. Goodall Scholarship Fund

|                       |           |           |          |       |  |           |           |          |       |  |
|-----------------------|-----------|-----------|----------|-------|--|-----------|-----------|----------|-------|--|
| Stocks - Mutual Funds | \$ 23,774 | \$ 26,891 | \$ 1,496 | 5.18% |  | \$ 25,804 | \$ 31,771 | \$ 1,733 | 5.45% |  |
|-----------------------|-----------|-----------|----------|-------|--|-----------|-----------|----------|-------|--|

SUMMARY

|                       |                    |                    |                  |       |        |                    |                    |                  |       |        |
|-----------------------|--------------------|--------------------|------------------|-------|--------|--------------------|--------------------|------------------|-------|--------|
| Bonds                 | \$2,193,088        | \$2,335,006        | \$106,449        |       | 29.57  | \$2,256,722        | \$2,376,389        | \$108,017        |       | 27.35  |
| Preferred Stocks      | 119,917            | 155,565            | 9,425            |       | 1.97   | 94,717             | 111,726            | 6,224            |       | 1.29   |
| Common Stocks         | 1,519,637          | 5,328,003          | 184,976          |       | 67.47  | 1,629,815          | 6,139,710          | 194,805          |       | 70.67  |
| Stocks - Mutual Funds | 23,774             | 26,891             | 1,496            |       | .37    | 25,804             | 31,771             | 1,733            |       | .36    |
| Cash                  | 49,280             | 49,280             | ---              |       | .62    | 28,608             | 28,608             | ---              |       | .33    |
| TOTAL                 | <u>\$3,905,696</u> | <u>\$7,896,745</u> | <u>\$302,346</u> | 3.83% | 100.00 | <u>\$4,035,666</u> | <u>\$8,688,204</u> | <u>\$311,085</u> | 3.58% | 100.00 |

L I N D E N W O O D C O L L E G E  
S A I N T C H A R L E S , M I S S O U R I

- \* \* \* \* -

P R O P O S E D B U D G E T  
JUNE 16, 1964 - JUNE 15, 1965

INCOMEBUDGET 1963-1964PROPOSED BUDGET 1964-1965EDUCATIONAL AND GENERALStudent FeesTuition

Resident Students

\$575,000

Day Students

70,000

Special Students

6,000

Total Tuition

\$651,000

\$696,800

70,000

6,000

\$772,800

Incidentals

9,000

9,000

Total Student Fees

\$660,000

\$781,800

Endowment Income

General Endowment Fund

245,200

264,000

Ford Faculty Fund )

13,200

13,900

Ford Accomplishment Fund )

M. L. Butler - Nellie Eastlick Pease Fund

31,200

33,300

Goodall Scholarship Fund

1,800

1,900

Thomas H. and Lucie J. Cobbs Trust

4,500

4,500

Total Endowment Income

295,900

317,600

Gifts and Grants

Board of Christian Education

28,000

28,765

Churches and Synod )

Individuals )

Corporations )

Alumnae )

Foundations )

St. Charles Support Fund )

Kellogg Foundation (For Library Books)

4,500

2,500

Total Gifts and Grants

90,500

91,265

Miscellaneous Income - Educational & General

6,000

10,000

TOTAL EDUCATIONAL AND GENERAL\$1,052,400\$1,200,665

INCOME

BUDGET 1963-1964

PROPOSED BUDGET 1964-1965

AUXILIARY ENTERPRISES

|                                    |                          |                  |                  |
|------------------------------------|--------------------------|------------------|------------------|
| Residence Halls                    |                          | \$148,000        | \$183,800        |
| Dining Hall                        |                          | 302,000          | 323,600          |
| Bookstore (Gross)                  |                          | 56,000           | 58,000           |
| Tea Room                           |                          | 32,000           | 2,000            |
| Miscellaneous Income               | (1963-1964 Gross Income) | <u>6,000</u>     | <u>6,000</u>     |
| <u>TOTAL AUXILIARY ENTERPRISES</u> |                          | <u>\$544,000</u> | <u>\$573,400</u> |

STUDENT AID

|                         |  |         |         |
|-------------------------|--|---------|---------|
| Income for Scholarships |  | 2,000 * | 2,000 * |
|-------------------------|--|---------|---------|

TOTAL INCOME

|                    |                    |
|--------------------|--------------------|
| <u>\$1,598,400</u> | <u>\$1,776,065</u> |
|--------------------|--------------------|

\* In addition to the amount shown here, income from endowed scholarship funds will be allocated at the close of the fiscal year.

EXPENDITURESBUDGET 1963-1964PROPOSED BUDGET 1964-1965EDUCATIONAL AND GENERALGeneral Administration

Board of Directors Expense

\$ 200

\$ 200

President's Office

Salaries

\$ 27,360

\$ 27,900

Office Supplies &amp; Expense

1,000

1,000

Equipment &amp; Furnishings

325

-

Staff Benefits

1,6771,760Total President's Office

30,362

30,660

Business Office

Salaries

30,980

32,300

Office Supplies &amp; Expense

1,400

1,600

Equipment &amp; Furnishings

66

-

Staff Benefits

1,6711,880Total Business Office

34,117

35,780

Admissions & Public Relations Office

Salaries

19,710

30,880

Office Supplies &amp; Expense

5,000

6,125

News Bureau Expense

1,200

2,000

Equipment &amp; Furnishings

-

1,860

Staff Benefits

9281,005Total Admissions & Public Relations Office

26,838

41,870

Dean's Office

Salaries

18,900

20,000

Office Supplies &amp; Expense

800

800

Equipment &amp; Furnishings

100

1,035

Staff Benefits

1,0641,190Total Dean's Office20,86423,025Total General Administration

\$112,381

\$131,535

EXPENDITURESBUDGET 1963-1964PROPOSED BUDGET 1964-1965EDUCATIONAL AND GENERAL (Continued)General ExpenseStudent ServicesRegistrar's Office

|                                 |              |
|---------------------------------|--------------|
| Salaries                        | \$ 8,200     |
| Office Supplies & Expense       | 600          |
| Equipment & Furnishings         | -            |
| Staff Benefits                  | 575          |
| <u>Total Registrar's Office</u> | <u>9,375</u> |

|               |
|---------------|
| \$ 9,100      |
| 800           |
| -             |
| 660           |
| <u>10,560</u> |

Dean of Students' Office

|                                       |               |
|---------------------------------------|---------------|
| Salaries                              | 15,600        |
| Office Supplies & Expense             | 1,825         |
| Equipment & Furnishings               | 250           |
| Staff Benefits                        | 1,020         |
| <u>Total Dean of Students' Office</u> | <u>18,695</u> |

|               |
|---------------|
| 16,100        |
| 1,925         |
| 250           |
| 1,045         |
| <u>19,320</u> |

Health Center

|   |               |
|---|---------------|
| Salaries - Nurses                       | 10,306        |
| Wages - Housekeepers                    | 2,690         |
| Supplies & Expense (Includes Physician) | 4,500         |
| Equipment                               | 350           |
| Staff Benefits                          | 275           |
| <u>Total Health Center</u>              | <u>18,121</u> |

|               |
|---------------|
| 12,200        |
| 2,930         |
| 4,500         |
| 240           |
| 580           |
| <u>20,450</u> |

Total Student Services

\$ 46,191

\$ 50,330

General InstitutionalAlumnae Office

|                             |               |
|-----------------------------|---------------|
| Salaries                    | 6,940         |
| Office Supplies & Expense   | 16,500        |
| Equipment & Furnishings     | -             |
| Staff Benefits              | 240           |
| <u>Total Alumnae Office</u> | <u>23,680</u> |

|               |
|---------------|
| 7,640         |
| 16,000        |
| -             |
| 270           |
| <u>23,910</u> |



EDUCATIONAL AND GENERAL (Continued)General Institutional (Continued)Development Office

|                                 |               |               |
|---------------------------------|---------------|---------------|
| Salaries                        | \$ 13,900     | \$ 13,000     |
| Supplies & Expense              | 7,535         | 6,180         |
| Equipment & Furnishings         | -             | -             |
| Staff Benefits                  | 490           | 300           |
| <u>Total Development Office</u> | <u>21,925</u> | <u>19,480</u> |

Publications

|                           |               |               |
|---------------------------|---------------|---------------|
| Bulletins                 | 8,600         | 7,400         |
| Catalogs & Viewbooks      | 9,600         | 8,500         |
| Postage                   | 500           | 600           |
| <u>Total Publications</u> | <u>18,700</u> | <u>16,500</u> |

Student Promotion

|                                       |               |               |
|---------------------------------------|---------------|---------------|
| Salaries - Admissions Counselors      | 38,500        | 45,200        |
| Supplies & Expense                    | 1,500         | 4,200         |
| Staff Benefits, Admissions Counselors | 2,200         | 2,500         |
| Advertising                           | 1,200         | 1,000         |
| Travel Expense, Admissions Counselors | 36,500        | 42,000        |
| Guidance Conference                   | -             | 4,500         |
| <u>Total Student Promotion</u>        | <u>79,900</u> | <u>99,400</u> |

|                                      |       |       |
|--------------------------------------|-------|-------|
| Auditing                             | 2,000 | 2,250 |
| Membership Dues                      | 1,750 | 2,000 |
| Travel, President                    | 1,500 | 1,500 |
| Travel, General                      | 800   | 800   |
| Automobile & Truck Expense           | 2,000 | 2,000 |
| Insurance (Public Liability & Theft) | 1,500 | 1,500 |
| Commencement Expense                 | 500   | 500   |
| Telephones & Telegraph               | 6,000 | 5,000 |
| Investment Counsel and Service       | 6,300 | 6,600 |
| Special Entertaining                 | 800   | 800   |
| Taxes (Out-of-State Property)        | 95    | 95    |
| Missouri College Joint Fund          | 1,750 | 1,850 |

EXPENDITURESBUDGET 1963-1964PROPOSED BUDGET 1964-1965EDUCATIONAL AND GENERAL (Continued)General Institutional (Continued)

|                               |              |  |            |
|-------------------------------|--------------|--|------------|
| Miscellaneous Expense         | \$ 2,700     |  | \$ 2,700   |
| Pensions and Special Payments | <u>1,500</u> |  | <u>900</u> |

Total General Institutional

\$173,400

\$187,785

Total General Expense

\$219,591

\$238,115

Instructional

|                          |  |         |         |
|--------------------------|--|---------|---------|
| Salaries - Faculty       |  | 445,000 | 475,000 |
| Staff Benefits - Faculty |  | 22,500  | 24,550  |

Departmental Supplies & Expense

|                         |           |              |              |
|-------------------------|-----------|--------------|--------------|
| Art                     |           | 2,250        | 2,250        |
| Biological Science      |           | 2,405        | 2,225        |
| Chemistry               |           | 1,980        | 1,935        |
| Classics                |           | 137          | 141          |
| Economics and Business  |           | 1,065        | 1,086        |
| Education               |           | 835          | 826          |
| English                 |           | 938          | 955          |
| History & Government    |           | 200          | 200          |
| Home Economics          |           | 2,940        | 2,000        |
| Mathematics             |           | 550          | 585          |
| Modern Languages        |           | 1,825        | 1,825        |
| Music                   |           | 3,630        | 4,672        |
| Nursery School          |           | 490          | 520          |
| Philosophy and Religion |           | 400          | 875          |
| Physical Education:     |           |              |              |
| General                 | \$1,850 ) |              |              |
| Riding                  | 4,200 )   | 6,050        | 7,100        |
| Physics                 |           | 200          | 145          |
| Psychology              |           | 420          | 350          |
| Sociology               |           | 200          | 200          |
| Speech                  |           | <u>4,125</u> | <u>3,850</u> |

Total Departmental Supplies & Expense

30,640

31,740

EXPENDITURES

BUDGET 1963-1964

PROPOSED BUDGET 1964-1965

EDUCATIONAL AND GENERAL (Continued)

Departmental Equipment - New & Replacement

|                                     |          |           |           |
|-------------------------------------|----------|-----------|-----------|
| Art                                 | \$ 1,325 |           | \$ 2,230  |
| Biological Science                  | 105      |           | 980       |
| Chemistry                           | 2,100    |           | 5,000     |
| Classics                            | 30       |           | 30        |
| Economics and Business              | 1,765    |           | 788       |
| Education                           | 220      |           | 945       |
| English                             | -        |           | -         |
| History & Government                | 83       |           | 200       |
| Home Economics                      | 400      |           | 420       |
| Mathematics                         | 50       |           | 91        |
| Modern Languages                    | 280      |           | 5,000     |
| Music                               | 3,350    |           | 1,775     |
| Nursery School                      | 318      |           | 380       |
| Philosophy and Religion             | -        |           | -         |
| Physical Education                  | 800      |           | 50        |
| Physics                             | 2,500    |           | 2,125     |
| Psychology                          | 995      |           | 500       |
| Sociology                           | 100      |           | 100       |
| Speech                              | 93       |           | -         |
| <u>Total Departmental Equipment</u> |          | \$ 14,514 | \$ 20,614 |

|                                |  |       |       |
|--------------------------------|--|-------|-------|
| Summer Scholarships - Faculty  |  | 500   | 750   |
| Faculty Travel                 |  | 3,775 | 4,000 |
| Faculty Candidate Expense      |  | 500   | 500   |
| Office & Classroom Furnishings |  | 8,000 | 3,500 |
| Music Tours                    |  | 2,000 | 2,500 |
| Mock Political Convention      |  | 1,400 | -     |
| General Instructional Expense  |  | 9,250 | 9,250 |

Total Instructional

\$538,079

\$572,404

EXPENDITURESBUDGET 1963-1964PROPOSED BUDGET 1964-1965EDUCATIONAL AND GENERAL (Continued)Library

|                        |           |           |
|------------------------|-----------|-----------|
| Salaries - Librarians  | \$ 15,600 | \$ 16,315 |
| Wages - Housekeepers   | 1,320     | 1,700     |
| Supplies and Expense   | 800       | 1,000     |
| Equipment              | 425       | 250       |
| Staff Benefits         | 975       | 1,075     |
| Books                  | 14,950    | 22,500    |
| Magazines & Newspapers | 2,000     | 2,500     |
| Binding                | 800       | 1,600     |
| Microfilm              | 700       | 700       |

Total Library

\$ 37,570

\$ 47,640

Operation of Plant

|   |        |        |
|---|--------|--------|
| Salaries and Wages  | 75,850 | 79,650 |
| Office Supplies & Expense                                   | 125    | 125    |
| Staff Benefits  | 3,750  | 4,200  |
| Heat  | 8,400  | 8,700  |
| Light   | 7,200  | 9,000  |
| Water   | 4,100  | 2,800  |
| Gas   | 500    | 200    |
| Maintenance & Janitorial Supplies                           | 6,000  | 6,400  |
| Property Insurance  | 4,450  | 4,480  |
| Campus Upkeep   | 6,965  | 6,300  |
| Heating Plant (Boiler Inspection Serv., Water Treat., etc.) | 1,200  | 1,200  |

Furniture & Equipment - Repairs & Replacements

|  |          |        |
|--|----------|--------|
| Boiler House                             | \$ 1,025 | \$ 750 |
| Campus                                   | 2,020    | 1,850  |
| Fine Arts Building                       | 700      | 1,200  |
| Home Management House and Student Center | 50       | 800    |
| President's Residence                    | 400      | 400    |
| Roemer Hall                              | 750      | 2,675  |
| Miscellaneous                            | 1,500    | 1,500  |
| Watson Lodge                             | 150      | 100    |
| Health Center                            | 880      | 1,470  |

EXPENDITURESBUDGET 1963-1964PROPOSED BUDGET 1964-1965EDUCATIONAL AND GENERAL (Continued)Furniture & Equipment - Repairs & Replacements (Cont.)

|   |          |
|---|----------|
| Library   | \$ 1,865 |
| Riding Stables  | 100      |
| Sculpture House   | 150      |
| <u>Total Furniture &amp; Equipment - Repairs &amp; Replace.</u> |          |

|            |
|------------|
| \$ 1,600   |
| 275        |
| <u>100</u> |

\$ 9,590

\$ 12,720

Buildings - Repairs & Maintenance

|  |        |
|--|--------|
| Ayres Hall and Dining Room               | 9,800  |
| Boiler House                             | 1,400  |
| Butler Hall & Gymnasium                  | 5,200  |
| Chapel                                   | 4,200  |
| Cobbs Hall                               | 4,700  |
| Eastlick                                 | 1,500  |
| Fine Arts                                | 1,700  |
| Gables                                   | 450    |
| Garage & Storeroom                       | 100    |
| Greenhouse                               | 500    |
| Health Center                            | 1,450  |
| Home Management House and Student Center | 600    |
| Irwin Hall                               | 5,900  |
| Library                                  | 4,700  |
| The Lodge                                | 700    |
| McCluer Hall                             | 2,900  |
| Niccolls Hall                            | 6,300  |
| President's Residence                    | 850    |
| Pump Room                                | 100    |
| Quonsets                                 | 100    |
| Riding Stable                            | 250    |
| Roemer Hall                              | 14,500 |
| Sculpture House                          | 100    |
| Sibley Hall                              | 4,700  |
| Tunnels                                  | 300    |
| Water Tower                              | 200    |
| Watson Lodge                             | 850    |
| General Repairs & Maintenance            | 3,000  |

|              |
|--------------|
| 14,400       |
| 500          |
| 8,700        |
| 4,500        |
| 4,900        |
| 400          |
| 1,500        |
| 800          |
| 100          |
| 300          |
| 650          |
| 800          |
| 13,300       |
| 3,200        |
| 500          |
| 3,500        |
| 7,700        |
| 850          |
| 100          |
| 100          |
| 250          |
| 9,700        |
| 350          |
| 4,500        |
| 300          |
| 1,200        |
| 500          |
| <u>3,500</u> |

\$ 77,050

\$ 87,100

Total Operation of Plant

\$205,180

\$222,875

EXPENDITURES

BUDGET 1963-1964

PROPOSED BUDGET 1964-1965EDUCATIONAL AND GENERAL (Continued)Contingency Fund

-

\$ 25,000TOTAL EDUCATIONAL AND GENERAL\$1,112,801\$1,237,569AUXILIARY ENTERPRISESResidence Halls

Salaries - Head Residents

\$ 15,300

\$ 15,500

Wages - Housekeepers

19,250

20,000

General Expense

1,600

2,450

Staff Benefits

1,750

2,025

Laundry and Uniforms

500

500

Heat, Light, Water

16,800

19,500

Furniture & Furnishings

Ayres Hall

\$ 800

\$ 900

Butler Hall

800

5,300

Cobbs Hall

8,320

2,825

Irwin Hall

850

800

McCluer Hall

300

500

Niccolls Hall

700

23,400

Sibley Hall

1,8401,250Total Furniture & Furnishings13,61034,975Total Residence Halls

\$ 68,810

\$ 94,950

Dining Hall (Food Service Dept.)

Wages - Kitchen &amp; Dining Room

35,800

38,000

General Expense

3,600

4,000

Repairs and Equipment

8,400

4,700

Staff Benefits

1,600

2,000

Food

85,000

98,000

Heat, Light, Water

2,400

2,900

Dir. Food Service (Salary Reimbursement)

4,600

5,000

Food Service Management

8,000

8,000

| <u>EXPENDITURES</u>                                  | <u>BUDGET 1963-1964</u> | <u>PROPOSED BUDGET 1964-1965</u> |
|--|-------------------------|----------------------------------|
| <u>AUXILIARY ENTERPRISES (Continued)</u>             |                         |                                  |
| <u>Dining Hall ( Food Service Dept.) (Continued)</u> |                         |                                  |
| Student Waitresses                                   | \$ 23,850               | \$ 23,850                        |
| Laundry  | <u>3,300</u>            | <u>3,500</u>                     |
| <u>Total Dining Hall</u>                             | \$176,550               | \$189,950                        |
| <u>Bookstore and Post Office</u>                     |                         |                                  |
| Salaries   | 7,760                   | 8,170                            |
| Equipment  | 175                     | 300                              |
| Expense  | 200                     | 200                              |
| Staff Benefits                                       | 275                     | 350                              |
| Purchases  | <u>38,000</u>           | <u>40,000</u>                    |
| <u>Total Bookstore and Post Office</u>               | 46,410                  | 49,020                           |
| <u>Tea Room Expense</u>                              | 28,270                  | 750                              |
| <u>Miscellaneous Auxiliary Expense</u>               | <u>-</u>                | <u>2,500</u>                     |
| <u>TOTAL AUXILIARY ENTERPRISES</u>                   | <u>\$320,040</u>        | <u>\$337,170</u>                 |
| <u>STUDENT AID</u>                                   |                         |                                  |
| Scholarships   | \$ 82,000               | \$100,000                        |
| Student Assistants                                   | <u>26,550</u>           | <u>26,550</u>                    |
| <u>TOTAL STUDENT AID</u>                             | <u>\$108,550</u>        | <u>\$126,550</u>                 |
| <br><u>TOTAL EXPENDITURES</u>                        | <br><u>\$1,541,391</u>  | <br><u>\$1,701,289</u>           |

MINUTES OF MEETING OF  
BUILDINGS AND GROUNDS COMMITTEE  
OF  
LINDENWOOD COLLEGE

St. Charles, Missouri  
May 9, 1964

A meeting of the Buildings and Grounds Committee of Lindenwood College, St. Charles, Missouri, was held in President McCluer's Office on May 9, 1964.

On separate motions, duly seconded and carried, the following actions were taken:

1. To recommend to the Board of Directors that two of the three boilers now in the steam generating plant be replaced by two coal fired boilers, each having the capacity to produce 10,300 pounds of steam per hour. Provision for the installation of gas burners at some future date is to be in the boiler specifications. Installation of the new boilers is to be completed prior to the added capacity being required for the new science building.
2. Irwin Hall - vinyl asbestos flooring in student rooms and corridors at a cost of approximately \$7,500.
3. Ayres Hall - slate or clay tile roof at an estimated cost of \$10,500.
4. New Flag Pole - approximate cost \$900.
5. Paint the elevated water tank (tank only) - estimated cost \$800.
6. Recommend to the Board of Directors that the Officers of the Board be authorized to sign a license granting the St. Charles Transit Company permission to place a radio antenna on the elevated water tank.



# ST. CHARLES TRANSIT COMPANY

*operators of*

ST. CHARLES YELLOW CABS  
ST. CHARLES, MISSOURI

Telephone  
RA 4-1234

April 22, 1964

Mr. Robert C. Colson, Business Manager  
Lindenwood College  
200 Butler Way  
St. Charles, Missouri

Dear Mr. Colson:

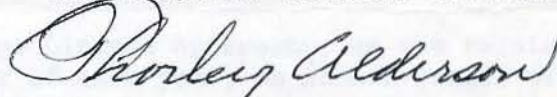
We expect to replace the present land station of our two-way radio system in the near future, and have been advised by the radio technician that we should obtain a higher location for this antenna. The present equipment is located at Second and Adams Streets in St. Charles.

You have an elevated water tower on the Lindenwood Campus that would make an ideal location for the new base, if such a request is in order.

We would appreciate your consideration of such a request and, if favorable, we could work out the details with your representative.

Sincerely,

ST. CHARLES TRANSIT COMPANY



Thorley Alderson  
President

TA/bb

UNION ELECTRIC COMPANY  
315 NORTH TWELFTH BOULEVARD  
SAINT LOUIS, MISSOURI 63166

August 31, 1964.

Mr. Robert C. Colson, Business Manager,  
Lindenwood College,  
200 College Street,  
St. Charles, Missouri.

Dear Mr. Colson:

We desire to confirm the recent meeting between you and Mr. T. J. Donahue of this Company in which you were notified that Union Electric is terminating the License Agreement dated February 26, 1954, covering our use of VHF radio equipment on and about a water tower located on Lindenwood College property in St. Charles, Missouri. Under the terms of the License we are to give six months' written notice of our intention to terminate; however, we would appreciate your waiver of this stipulation and Lindenwood College's permission to terminate the License effective January 1, 1965.

Mr. Thorley Alderson of St. Charles Transit Company desires to assume the use of most of our VHF radio equipment located on the College premises on January 1, 1965. We cannot allow Mr. Alderson to assume such use until the date of our termination. We wish to co-ordinate our termination with the date of our Bill of Sale to Mr. Alderson covering the equipment to remain on the premises.

We also wish to confirm the understanding reached in the meeting between you and Mr. Donahue, that the equipment Union Electric will leave in place on the College premises shall include the antenna on the top of the water tank, the coaxial cable which connects the antenna to the radio equipment at the base of the tank, the concrete pad and steel frame upon which the radio equipment cabinet is mounted, and the 120 Volt A.C. power circuit which supplies the radio equipment.

Also, under the terms of our License Agreement, we are required to pay in advance, on or before June 1st of each year, an annual rental of \$300. We have paid rent to June 1, 1965, and would appreciate a pro rata adjustment of prepaid rent covering the period from January 1, 1965, to June 1, 1965. This refund would amount to \$125.

If acceptable to Lindenwood College, please indicate your approval by having your Vice-President sign and return one fully executed copy of this letter to Mr. Charles J. Russell, Manager, Real Estate Department, Union Electric Company.

Mr. Robert C. Colson, Business Manager,  
Lindenwood College - Page 2.

August 31, 1964.

We thank Lindenwood College for the co-operation it has extended to  
Union Electric on many occasions.

Yours very truly,

*G.V. Williamson*

Vice-President.

The terms and conditions of this letter are approved this \_\_\_\_\_  
day of \_\_\_\_\_, 1964.

LINDENWOOD FEMALE COLLEGE

By *Howard Young*  
Vice-President

Very truly yours,

*W. B. Armstrong*

Certified Mail  
Return Receipt requested

ARMSTRONG, TEASDALE, ROOS, KRAMER & VAUGHAN  
ATTORNEYS AND COUNSELORS  
506 OLIVE STREET  
ST. LOUIS 63101

THOMAS H. COBBS (1901-1959)  
GEORGE B. LOGAN (1919-1950)  
HENRY C. M. LAMKIN (1946-1958)

MAIN 1-3670  
MAIN 1-7855

September 23, 1964

Mr. R. C. Colson, Business Manager  
Lindenwood College  
St. Charles, Missouri

Dear Mr. Colson:

RE: New Training School Site, Morgantown,  
West Virginia. Lindenwood College,  
Coal Rights

Enclosed is letter dated September 22nd  
from Mr. Grove G. Sweet, Assistant United States  
Attorney, together with two checks, one in the amount  
of \$2,225.00 and one for \$25.00, both payable to  
Lindenwood Female College representing a consideration  
in the acquisition of coal rights.

Very truly yours,

*Wm. J. Armstrong*  
(cm)

WHA:CM

Certified Mail  
Return Receipt Requested

United States Department of Justice

UNITED STATES ATTORNEY

EASTERN DISTRICT OF MISSOURI

1114 MARKET STREET

ST. LOUIS, MISSOURI 63101

Certified Mail

Return Receipt Req.

September 22, 1964

Mr. William H. Armstrong  
Armstrong, Teasdale, Roos, Kramer & Vaughan  
Attorneys at Law  
506 Olive Street  
St. Louis, Missouri 63101

Re: New Training School Site,  
Morgantown, West Virginia  
Lindenwood College - Coal Rights

Dear Mr. Armstrong:

Enclosed herewith are checks Nos. 70,593,108 and 70,762,864 in the amounts of \$2,225 and \$25, respectively, made payable to Lindenwood Female College, representing a consideration in the acquisition of coal rights for the quit claim deed previously forwarded to this office.

In speaking with Mr. Colson, Business Manager of the College, previously, I was informed that he was preparing a resolution for the Board of Directors authorizing the conveyance as described in the deed. I believe we must have a copy of that resolution for recordation to perfect the Government's evidence of title. I hope you will be of assistance in getting a copy of the resolution to us.

Yours very truly,

Richard D. FitzGibbon, Jr.  
United States Attorney



By: Grove G. Sweet  
Assistant United States Attorney

GGs:rs

Encls.

HOWARD I. YOUNG

1515 Paul Brown Building  
818 Olive Street  
St. Louis, Missouri 63101  
September 18, 1964

Mr. William Armstrong  
Armstrong, Teasdale, Roos,  
Kramer & Vaughan  
506 Olive Street  
St. Louis, Missouri 63101

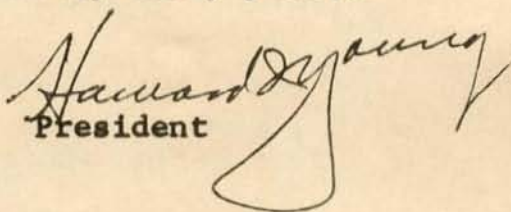
Dear Mr. Armstrong:

In line with your letter of September 17,  
I have signed the quitclaim deed to the coal  
lands inherited from Dr. Roemer, located  
in Morgantown, West Virginia. The jurat has  
also been executed by a notary public.

I note that Lindenwood is to receive the sum  
of \$2,250.

I am returning the quit claim deed to you  
with this letter.

Very truly yours,

  
President

HIY  
LSJ:eb  
cc Dr. F. L. McCluer

United States Department of Justice

UNITED STATES ATTORNEY

EASTERN DISTRICT OF MISSOURI

1114 MARKET STREET

ST. LOUIS, MISSOURI 63101

September 9, 1964

Mr. Robert C. Colson  
Business Manager  
Lindenwood College  
200 College  
St. Charles, Missouri

Re: New Training School Site  
Morgantown, West Virginia  
Lindenwood College - Coal Rights

Dear Mr. Colson:

I enclose herewith a thermofax copy of the deed containing the description of the coal lands to be conveyed. You will note that the description is quite detailed but because of the survey system existing in West Virginia, there does not seem to be any alternative to this usage. I am sorry but I cannot suggest any alternative in your resolution for the Board of Directors.

I am forwarding the original deed to Mr. William Armstrong for his examination before it is to be executed.

Yours very truly,

Richard D. FitzGibbon, Jr.  
United States Attorney



By: Grove G. Sweet  
Assistant United States Attorney

GGS:rs

Enc.

MA. 2-4204

QUIT CLAIM DEED

THIS DEED, Made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, nineteen hundred and sixty-four, by and between

LINDENWOOD FEMALE COLLEGE,  
a corporation organized under the Laws of the State of Missouri, party of the first part, and

UNITED STATES OF AMERICA,  
party of the second part.

WITNESSETH, that the said party of the first part, for and in consideration of the sum of Two Thousand Two Hundred and Fifty Dollars and No Cents (\$2,250.00), paid by the party of the second part, the receipt of which is hereby acknowledged, does by these presents REMISE, RELEASE AND FOREVER QUIT-CLAIM unto the said party of the second part, and its assigns, all its right, title and interest in and to certain lands lying in the Morgan District of Monongalia County, which lands are more particularly described as follows:

BEGINNING at an iron pin near the west bank of Cobun Creek, a common corner with lands conveyed by James D. Dalton and wife, to Morgantown Community Association and J. W. Ruby by deed dated January 8, 1963, and recorded in Deed Book 610, at Page 57, and also in the boundary line of property of Emmett Lynch, and running thence, N. 50° 05' E. 184.93 feet to a pin; N. 5° 12' W. 239.55 feet to a pin; N. 46° 31' W. 121.80 feet to a pin; N. 8° 23' E. 470.41 feet to a pin; N. 20° 52' E. 151.98 feet to a pin; N. 58° 59-1/2' W. 149.32 feet to a pin; N. 34° 17' E. 429.40 feet to a concrete monument; thence with a long chord S. 69° 13' E. 541.93 feet to a concrete monument; thence N. 85° 05-1/2' E. 87.38 feet to a concrete monument; S. 49° 26' E. 672.57 feet to a standard pin; S. 35° 41' E. 225.56 feet to a standard pin; S. 48° 20' E. 997.86 feet to a standard pin; S. 1° 42' W. 443.97 feet to a standard pin; S. 19° 24' E. 462.00 feet



to a standard pin; S. 47° 31' E. 740.42 feet  
 to a standard pin; S. 57° 25' W. 183.68 feet  
 to a standard pin; S. 49° 23' E. 222.83 feet  
 to a standard pin; W. 71° 03' E. 352.10 feet  
 to a standard pin; S. 52° 46' E. 296.18 feet  
 to a standard pin; S. 59° 30' E. 607.15 feet  
 to a standard pin; S. 47° 13' E. 355.29 feet  
 to a standard pin; S. 48° 18' W. 82.18 feet  
 to a standard pin; S. 8° 45' E. 203.60 feet  
 to a concrete monument; S. 8° 01' W. 424.58  
 feet to a concrete monument; S. 68° 56-1/2' W.  
 972.00 feet to a standard pin; S. 68° 56-1/2' W.  
 969.67 feet to a standard pin; W. 58° 18' W.  
 99.02 feet to a standard pin; W. 30° 29' W.  
 99.06 feet to a standard pin; N. 22° 41' W.  
 62.10 feet to a point in the center of the  
 present improved metal surfaced secondary Road  
 No. 119-6; thence with the center line of same  
 S. 11° 51' W. 79.27 feet; S. 5° W. 94.31 feet;  
 S. 3° 18' W. 92.07 feet; thence leaving said  
 road and with land of J. Anderson four courses,  
 S. 67° 32' W. 291.06 feet to a standard pin,  
 S. 22° 56' W. 183.48 feet to a standard pin,  
 S. 68° 06-1/2' W. 133.26 feet to a standard pin,  
 W. 85° 15' W. 700.03 feet to a 48" poplar corner  
 to A. Berkshire, W. 69° 42' W. 942.73 feet to a  
 standard pin, corner to A. Nuce, N. 35° 51' E.  
 70.86 feet to a standard pin, W. 66° 19' E.  
 180.71 feet to a standard pin, W. 27° 40' W.  
 46.67 feet to a standard pin on west side of  
 unimproved road 119-17 and with the same five  
 courses, S. 81° 07' E. 62.43 feet to a standard  
 pin, W. 79° 37' E. 40.11 feet to a standard pin,  
 W. 58° 41' E. 130.25 feet to a standard pin,  
 N. 42° 36' E. 186.56 feet to a standard pin,  
 N. 34° 02' E. 146.93 feet to a 10" walnut, thence  
 with line of Emmott Lynch nine courses, N. 24°  
 24' W. 277.98 feet to a standard pin, N. 13°  
 06' E. 217.70 feet to a standard pin, N. 11°  
 52' W. 384.68 feet to a standard pin, W. 61°  
 46' W. 304.85 feet to a standard pin, S. 69°  
 08' W. 129.72 feet to a standard pin, W. 48°  
 04' W. 192.98 feet to a standard pin, S. 39°  
 08' W. 531.95 feet to a standard pin, N. 42°  
 58' W. 1372.37 feet to a standard pin, N. 47°  
 01' E. 1598.99 feet to a concrete marker, the  
 place of beginning;

all as shown on a plat filed with the Recorder of Monongalia  
 County at Plat Book 1, Page 47, which interests specifically  
 include so much of the coal, mineral, and appurtenant mining  
 rights to certain tracts of land conveyed to the United States  
 the deed of Leta S. Anderson, widow, recorded at Book 615,  
 page 541, of the Monongalia County Records, and the deed of

the Morgantown Community Association, Inc., a Corporation, recorded at Book 616, Page 576, of the Monongalia County Records, which may be owned by first party, which said coal, mineral and appurtenant mining rights constitute a part of the coal, mineral and appurtenant mining rights conveyed to first party by the Will of John L. Rosmer, and recorded in Will Book 21 at Page 317, in the records of Monongalia County at Morgantown, West Virginia, aggregating in all, coal, mineral and appurtenant mining rights underlying 225 acres of the afore-described realty, more or less.

TO HAVE AND TO HOLD the same, together with all rights and appurtenances to the same belonging, unto the said party of the second part, and its assigns forever. So that neither the said party nor its successors or assigns nor any other person or persons for it or in its name or behalf, shall or will hereafter claim or demand any right or title to the aforesaid premises, or any part thereof, but they and every one of them shall, by these presents, be excluded and forever barred.

IN WITNESS WHEREOF, the said party of the first part has caused these presents to be executed by its president the day and year first above written, its official seal to be affixed and attested by its secretary.

---

President

ATTEST:

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Secretary

MINUTES OF MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
November 17, 1964

STATE OF MISSOURI )  
CITY OF ST. LOUIS )

notice duly given each member of the Board of Directors  
ss. Board, in accordance with the By-Laws, the

On this \_\_\_\_\_ day of \_\_\_\_\_, 1964,

before me appeared Howard I. Young, to me personally known,  
who, being by me duly sworn, did say that he is the President  
of Lindenwood Female College, a Corporation in the State of  
Missouri, and that the seal affixed to the foregoing instru-  
ment is the corporate seal of said corporation, and that said  
instrument was signed and sealed in behalf of said corporation,  
by authority of its Board of Directors; and said Howard I. Young  
acknowledged said instrument to be the free act and deed of  
said corporation.

IN TESTIMONY WHEREOF, I have hereunto set my hand  
and affixed my official seal in the City and State aforesaid,  
the day and year first above written.

Notary Public

My term expires:

President McCluer stated that since we are well ahead of our schedule on  
raised enrollment as projected in the budget for a ten year period from

MINUTES OF MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
November 17, 1964

Pursuant to call and notice duly given each member of the Board of Directors and to the members of the Advisory Board, in accordance with the By-Laws, the Annual Fall Meeting of the Board of Directors and of the Advisory Board of Lindenwood Female College was held at the Chase Hotel at 3:30 p.m. on November 17, 1964.

The following Directors and members of the Advisory Board, being a quorum, were present:

|                |                 |
|----------------|-----------------|
| Mr. Young      | Mr. Mellow      |
| Admiral Souers | Dr. Crider      |
| Mrs. Watkins   | Dr. McDowell    |
| Mr. Armstrong  | Mr. Black       |
| Bishop Cadigan | Mrs. Stockstrom |
| Mr. Goodall    | Mr. Wolff       |
| Mrs. Wright    |                 |

Also present were Dr. Franc L. McCluer, President of the College, and Mr. Robert C. Colson, Business Manager of Lindenwood College.

Mr. Young, President of the Board of Directors, acted as Chairman of the meeting, and Mr. Colson acted as Secretary of the meeting.

The meeting was opened with prayer by Bishop Cadigan.

On motion made, seconded and carried, the minutes of the meeting of the Board of Directors and of the Advisory Board on June 15, 1964, were approved.

President McCluer's report to the Board of Directors of the College, which had previously been mailed to all members of the Board of Directors and Advisory Board, was reviewed in considerable detail. The report was accepted and approved on motion duly seconded and carried. A copy of Dr. McCluer's report is attached to and is a part of these Minutes.

President McCluer stated that since we are well ahead of our schedule on increased enrollment as projected in the budget for a ten year period from

1961-1971 and any further substantial increase in enrollment in 1965-1966 will make it necessary to provide for additional student housing and an increase in the food service facilities, it would seem desirable to make plans very soon to accommodate a greater number of resident students. Mr. Goodall moved that the President of the College be authorized to investigate several of the companies having plans to provide student housing on a complete building and financing basis, with amortization of principal and interest over a given number of years. The motion was seconded and carried.

As stated in Dr. McCluer's report, the Science Teaching Center when completed will provide us with needed facilities for classroom and laboratory instruction for the larger part of our program, and the Physical Education Department shortage of facilities will be relieved in part if the Fathers' Club is successful in their campaign for funds for the building of a recreation center on campus, if a swimming pool is included in the building.

On motion, the President of the College was authorized to increase the faculty salary budget for the 1965-1966 college year by \$30,000. The motion was seconded and carried.

On motion made, seconded and carried, President McCluer's recommendation for the appointment of the following part-time members of the Faculty for the 1964-1965 college year was approved:

Estelle M. Fotsch, part-time Instructor in the Department of Physical Education

Mimi Huntman, part-time Instructor in the Department of English

Robert Kitterer, Instructor in the Division of Social Sciences

Donald E. Willis, part-time Assistant Professor in the Department of Chemistry

On motion made by Bishop Cadigan, duly seconded and carried, the recommendation was approved to invite Dr. Brand Blanshard to be a visiting professor during the time Dr. Conover is to be absent on Sabbatical leave.

There being no further business to come before the meeting, it was closed.

Admiral Souers, Chairman of the Finance Committee, reported that his committee had met on September 24, 1964, to consider the construction financing of the Science Teaching Center in accordance with the general contractor's estimated payments through January 19, 1965. A copy of the minutes of this meeting is attached to and is a part of these Minutes.

Admiral Souers stated that the Finance Committee joins the Buildings and Grounds Committee in recommending that the Board of Directors approve the purchase and installation of two new boilers in the steam generating plant in accordance with plans and specifications prepared by Mr. Neal Campbell and approved by the Buildings and Grounds Committee and the Administration of the college. The recommendation was approved on motion by Mr. Wolff, seconded and carried.

A resolution designating the Security Trust Company, St. Louis, Missouri, as one of the depositories of Development Funds, with Wesley R. Johnson as Trustee, was approved and certified by Howard I. Young, President, and William H. Armstrong, Secretary. A copy of the resolution is attached to these Minutes.

Mr. Goodall, Chairman of the Buildings and Grounds Committee, reported that the work which had been recommended by the Buildings and Grounds Committee and the administration of the college and included in the 1964-1965 budget had been satisfactorily completed within the budget appropriation. The report of the Buildings and Grounds Committee was accepted and a copy is attached to these Minutes.

Mrs. Stockstrom reported on behalf of the Dormitory Committee that the redecorating and refurnishing as recommended by the Dormitory Committee and the administration of the college had been satisfactorily completed during the summer months.

There being no further business to come before the meeting, it was closed with the benediction by Dr. McDowell.

St. Charles, Missouri  
September 26, 1964

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Chairman

Pursuant to call by the Chairman, a meeting of the Finance Committee of Madonna College, St. Charles, Missouri, was held at the St. Louis Union Trust

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Secretary

September 26, 1964, 2:15 p.m., September 26, 1964.

The following members of the committee were present:

Admiral Sowers, Chairman  
Mr. Young  
Mr. Black  
Mr. Whiff

Dr. McClary, President of the College, and Mr. Collins, Business Manager, were also present. Present by invitation were Mr. Roberts from St. Louis Union Trust Co., and Mr. Wilkins from Mercantile Trust Company.

The purpose of the meeting was to consider the financing of the Science Teaching Center now under contract and under construction by and with Robert L. Wright, Inc. Mr. Black moved that certain securities held in the Subsequent Principal Surplus Fund be sold to yield approximately \$250,000 (this amount being the estimated requirements through January 1965) and that the proceeds of the sales be invested by the trust companies in short term securities and sold as funds are required. The motion was seconded and carried.

The following is a list of the securities to be sold together with the current market price at September 26, 1964:

MINUTES OF MEETING OF  
FINANCE COMMITTEE  
OF  
LINDENWOOD COLLEGE

St. Charles, Missouri  
September 24, 1964

Pursuant to call by the Chairman, a meeting of the Finance Committee of Lindenwood College, St. Charles, Missouri, was held at the St. Louis Union Trust Company, St. Louis, Missouri, at 2:15 p.m., September 24, 1964.

The following members of the committee were present:

Admiral Souers, Chairman  
Mr. Young  
Mr. Black  
Mr. Wolff

Dr. McCluer, President of the College, and Mr. Coleon, Business Manager, were also present. Present by invitation were Mr. Behrens from St. Louis Union Trust Co., and Mr. Wilkins from Mercantile Trust Company.

The purpose of the meeting was to consider the financing of the Science Teaching Center now under contract and under construction by and with Robert R. Wright, Inc. Mr. Black moved that certain securities held in the Endowment Principal Surplus Fund be sold to yield approximately \$250,000 (This amount being the estimated requirements through January 1965) and that the proceeds of the sales be invested by the trust companies in short term securities and sold as funds are required. The motion was seconded and carried.

The following is a list of the securities to be sold together with the current market price at September 24, 1964:



✓ St. Louis Union Trust Company -

| <u>Stock Sales</u>                                  | <u>Current Market<br/>September 24, 1964</u> |
|---|--|
| 100 Shares E. I. DuPont, common @ app. 269          | \$ 26,900                                    |
| 600 Shares American Can Co., common @ app. 44       | 26,400                                       |
| 366 Shares Continental Insurance, common @ app. 58  | 21,288                                       |
| 160 Shares Home Insurance, common @ app. 67         | 10,720                                       |
| 500 Shares Caterpillar Tractor, common @ app. 36    | 18,000                                       |
| 652 Shares Phillips Petroleum Co., common @ app. 54 | 35,000                                       |
| 550 Shares Crown Zellerbach Corp., common @ app. 57 | 31,350                                       |

Bond Sales

|   |           |
|---|-----------|
| \$17,000 U.S.A. Treasury Notes 3-1/2% Bonds due<br>11/15/65 @ app. 100      | \$ 17,000 |
| \$10,000 U.S.A. Treasury Bonds 2-1/2% Bonds due<br>9/1/72-67 @ app. 89      | 8,900     |
| \$25,000 Louisville, Nashville Equipments 3-7/8% due<br>11/15/64 @ app. 100 | 25,000    |

✓ Mercantile Trust Company -

Stock Sales

|   |           |
|---|-----------|
| 312 Shares Kroger Company, common @ app. 34 | \$ 10,608 |
| 300 Shares Borg-Warner, common @ app. 49    | 14,700    |

Admiral Souers, Chairman of the Finance Committee, was authorized to inform the appropriate officers at each of the trust companies that funds from the sale of the securities should be transmitted to the Business Office of Lindenwood College at the request of the Business Manager.

Mr. Black moved that pending completion of the capital funds drive for the Science Teaching Center endowment principal surplus funds be advanced to the development fund and that a rate of interest equal to the average yield of endowment funds be paid to the endowment fund income account and that the endowment fund principal be reimbursed as development funds are received. The motion was seconded and carried.

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Sidney W. Souers, Chairman

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E. C. Colson, Secretary

AGREEMENT

This Agreement, made and entered into this 19<sup>th</sup> day of November, 1964, by and between Union Electric Company, a Missouri corporation, hereinafter called "First Party", and St. Charles Transit Company, a Missouri corporation, hereinafter called "Second Party", and Lindenwood Female College, a Missouri corporation, hereinafter called "Third Party",

Witnesseth:

Whereas, an agreement dated February 26, 1954, was entered into by and between First Party and Third Party whereby First Party was permitted to install, maintain and operate a radio antenna and related equipment on property of Third Party in St. Charles, Missouri;

Whereas, First Party desires to be released and discharged from said agreement, and Third Party has agreed to release and discharge First Party therefrom upon the condition of Second Party undertaking to perform said agreement and to be bound by the terms thereof.

Now therefore, it is hereby mutually agreed as follows:

1. Second Party undertakes to perform the said agreement and to be bound by the terms and conditions thereof in all respects as if Second Party were a party to the said agreement in lieu of First Party.
2. Third Party releases and discharges First Party from all claims and demands whatsoever in respect to the said agreement, and accepts the liability of Second Party upon the said agreement in lieu of the liability of the First Party, and Third Party agrees to be bound by the terms of the said agreement in all respects as if Second Party were named in the said agreement as a party thereto in place of First Party.

In Witness Whereof, the parties hereto have executed this agreement the day and year first above written.

UNION ELECTRIC COMPANY - First Party

By

*R. P. [Signature]*

ATTEST:

*Witten*

ST. CHARLES TRANSIT COMPANY - Second Party

By

*Pholey Alderson*

ATTEST:

*Ruby Alderson Secy.*

LINDENWOOD FEMALE COLLEGE - Third Party

By

*Harvard [Signature]*

ATTEST:

*Wm H Armstrong*

-2-  
LICENSE

THIS LICENSE, Made and entered into this 1st day of November, 1964, by and between LINDENWOOD FEMALE COLLEGE, a Missouri Corporation of St. Charles County, Missouri, hereinafter sometimes designated as "Licensor", and ST. CHARLES TRANSIT CO., organized and existing under and by virtue of the laws of the State of Missouri, hereinafter sometimes designated as "Licensee",

WITNESSETH:

WHEREAS, Licensor owns and operates a certain 150 foot high water tower located on its College grounds in the City of St. Charles, Missouri, and

WHEREAS, Licensee desires to attach a radio antenna together with associated equipment to Licensor's water tower for use in connection with Licensee's radio service operations in the St. Charles area which is to be connected with Licensee's central office equipment through leased wires to be furnished and maintained by the Southwestern Bell Telephone Company, and

WHEREAS, Licensor is willing, under conditions hereinafter stipulated, to permit the above mentioned equipment to be located on its property and the antenna attached to the top of said water tower.

NOW, THEREFORE, Grantor, for and in consideration of \$1.00 and other good and sufficient consideration and of the conditions, covenants and provisions hereinafter set forth to be kept and performed by Licensee, does hereby authorize Licensee to install, maintain and operate said radio antenna and associated equipment consisting principally of the following facilities: (1) Transmitting Receiving Antenna and Mount, to be located on the top of the tower; (2) approximately 150 feet of coaxial transmission line to connect antenna to the Base Station; (3) Base Station Radio Transmitter-Receiver Assembly, to be mounted in outdoor type cabinet at the base of one of the tower legs; (4) essential electric and telephone wiring and metered service entrance

equipment to be connected to the nearest available electric and telephone cable facilities on Licensor's premises, all of which facilities are to be located upon, under and across that portion of Licensor's property now occupied by Licensor's water tower. In further consideration of the foregoing, the Licensor also grants to Union Electric Company of Missouri the right and authority to install or erect necessary underground wires and appurtenances on and over its said property together with the right, on behalf of both Licensee and Southwestern Bell Telephone Company, of ingress and egress on and over Licensor's property necessary for the installation of all of the above mentioned equipment and such regress as may be necessary for the maintenance, operation, removal and replacement of the same.

This License shall become effective November 1, 1964 and continue for a term of five years and thereafter until either party shall give unto the other notice of cancellation in writing. Such notice shall be mailed or delivered at least six months prior to the effective date of such cancellation.

The Licensee further covenants and agrees to make the proposed installation without cost to Licensor and without boring any holes in the framework of the water tower structure and without doing anything that will otherwise weaken said water tower structure; it being understood, however, that the support pipe for said antenna shall extend through the grating in the cat-walk and through the overhanging eaves of the roof as shown on Union Electric drawing SK-1102553.

It is mutually understood that the rights herein granted to the Licensee and to the Southwestern Bell Telephone Company shall not be exercised in a manner that will damage Licensor's property or create a hazard to persons or property or interfere with Licensor's present use of said property.

3837  
12/2/64

CORPORATION RESOLUTION FORM

SECURITY TRUST COMPANY

-3-

Licensee, as part of the consideration of this License, agrees that it shall protect, indemnify and save harmless the Licensor from and against any and all loss or damage to the property of Licensor or of any other persons whomsoever and from any and all loss, damage, or liability for injury to or death of any person or persons, and claims therefor, caused by, resulting from or arising out of the installation, operation and maintenance, reconstruction or renewal of Licensee's equipment and equipment of others appurtenant thereto which is herein authorized.

IN WITNESS WHEREOF, this License has been executed by the respective officers of the parties hereto.

LINDENWOOD FEMALE COLLEGE- Licensor

Harold Young  
President

ATTEST:

Alan H. Armstrong  
Secretary

ST. CHARLES TRANSIT CO.- Licensee

Harley Alderson  
President

ATTEST:

Ruby Alderson  
Secretary

Check # 3829 - \$1.00  
St. Charles Transit Co  
Received 12/2/64  
RLL

CORPORATION RESOLUTION FORM

SECURITY TRUST COMPANY

Gentlemen:

You are hereby notified that on the 17th day of November, 1964,

(Regular)

at a (Special) meeting of the Board of Directors, duly and legally called and held in accordance with law and the By-Laws of the Lindenwood College for Women, St. Charles, Missouri a corporation, duly and legally organized and existing under and by virtue of the laws of the State of Missouri, at which said meeting a majority and quorum of the Board of Directors was present, the following Resolutions, in accordance with the By-Laws of said Corporation, were adopted, to-wit:

BE IT RESOLVED THAT: SECURITY TRUST COMPANY be and hereby is designated as one of the depositories of the funds of this Corporation

and that said Bank be and it is hereby authorized to pay out the funds of this Corporation on deposit with said Bank from time to time upon checks or orders drawn upon said depository, whether said checks or orders are payable to cash, bearer, or to the order of this Corporation, or to any third party, or to the order of any signing or counter-signing officer of this Corporation, or any other Corporation officer, in either their individual or official capacity, when such checks or orders evidencing withdrawal of funds from said depository are signed in the name of this Corporation by:

- (1) Lindenwood College for Women - "Development Fund" Wesley L. Johnson as Trustee

Said Bank shall not be in any manner whatsoever responsible for or required to see to the application of any of the funds of this Corporation deposited with it, checked out or borrowed from it, and all such transactions shall be conclusively presumed to be legally binding upon this Corporation.

BE IT FURTHER RESOLVED THAT: of this Corporation be and he is/are hereby authorized to effect loans from time to time for and on behalf of this Corporation from the said SECURITY TRUST COMPANY 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, the promissory notes, endorsements, chattel mortgages, indemnity agreements and other obligations of this Corporation, and to pledge as security for such loans (and any and all renewals or extensions thereof) and indemnity agreements the endorsements, stocks, bonds, bills receivable, warehouse receipts and other property of this Corporation. The proceeds of all such loans, renewals, and extensions shall be placed from time to time, as made, to the credit of this Corporation on the books of said Bank, and such credit shall have the same force and effect as if the amount thereof had been duly paid to this Corporation in cash; and

BE IT FURTHER RESOLVED THAT, the resolution or resolutions contained herein shall supersede and rescind any and all previous resolutions and that the authority hereinbefore given to said officers or other persons be and remain irrevocable so far as the Bank named herein is concerned until said Bank be notified in writing under the corporate seal of this Corporation of the revocation of such authority.

We, the undersigned, do further certify that the above Resolutions have not been in any wise altered, amended or rescinded and are now in full force and effect.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the corporate seal of this Corporation this 16th day of December, 1964.



Handwritten signatures of President and Secretary

NOTE: At places marked (1) and (2) above, show the names and Titles of Officers or other persons authorized to sign checks, and those Officers or other persons authorized to borrow money; e.g. President, Treasurer, etc.; also please indicate in what manner these named persons are to sign—singly, any two, or jointly etc.



November 16, 1964

Mr. Arthur S. Goodall  
McCluney & Company  
Suite 819, 418 Olive  
St. Louis 2, Missouri

Dear Mr. Goodall:

I am enclosing information concerning the work recommended by the Buildings and Grounds Committee for your use in reporting the work of this committee at the Board meeting tomorrow.

Yours sincerely,

R. C. Colson  
Business Manager

RCC:amw  
Encl.

BUILDINGS AND GROUNDS COMMITTEE

November 16, 1964

The following work was done through the summer upon the recommendation of the Buildings and Grounds Committee and authorization of the Board of Directors:

|   | <u>Cost</u> | <u>Budgeted<br/>Amount</u> |
|---|-------------|----------------------------|
| <u>Irwin Hall</u>   |             |                            |
| Vinyl asbestos floor covering in student rooms<br>and corridors | \$ 7,360    | \$ 7,500                   |
| <u>Ayres Hall</u>   |             |                            |
| Slate Roof (Contract)   | 10,500      | 10,500                     |
| <u>Elevated Water Tank</u>                                      |             |                            |
| Painting - tank only (Contract)                                 | 660         | 800                        |
| <u>Flag Pole</u> - complete with concrete base                  | 843         | 900                        |

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

November 17, 1964

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

OPENING OF COLLEGE

The enrollment of 694 students and 24 special students provides the college with a substantial increase in enrollment over last year, and the largest enrollment in the history of the institution. These students are drawn from 39 states and 9 foreign countries. There are 349 students in the freshman class.

A substantial increase in enrollment had been anticipated and the Board had authorized the administration to look for housing in the immediate vicinity of the college that might take care of the overflow. We were unable to find such rental properties in satisfactory locations, but we did make provision for some additional students by allowing some of our upperclass students to live in the home management house. This house had been used as a recreation center for students last year since there were no students enrolled in home management. This year the course will be offered the second semester. We should have space for the students in our dormitories second semester.

In making the budget for this year we had estimated that our total income from students would be \$1,280,200. As of October 15, the income due from students who have enrolled was \$1,355,366, giving an increase in income from this source of \$75,166.

It should be pointed out, however, that the income from endowment will be somewhat less than was estimated since we shall have to borrow from our capital surplus in order to meet our obligation to the contractor for the erection of the science teaching center. It is also clear that the substantial increase in enrollment involves us in increased expenditures for housing, dining room, and in the Physical Education Department and the English Department for additional part-time teachers.

The increased income, however, together with the budgeted estimate of \$74,766 surplus on operations gives us assurance that we shall operate for the year within our income.

In connection with our expectation of financial support, it should be noted that while the support from the Board of Christian Education of the United Presbyterian Church has been constant the last few years, after an increase several years ago, the rate of increased giving to the General Mission Causes to the church has been dropping sharply. From 1953 to 1956 it went up sharply. Some years ago we looked forward to a time when we might have more substantial support from the Board of Christian Education, but with what appears to be a 2% increase in overall giving to the church in 1963 over 1962, and with the expectation that this increase will be no more than 1%, we cannot expect any increase in our support from this source. This "decrease in the increase" has followed a decrease in the number of new members coming into our church. In 1954 there were 50,000 additions to the Presbyterian Church across the country, and in 1963 14,000.

Nevertheless, the General Assembly has been making plans for a capital funds campaign. The colleges are not included in this drive for any substantial grants. The 46 colleges are included for \$5,200,000 on the basis of building

needs, estimated at \$110,000,000. Gifts to this capital funds drive may be designated for a specific purpose or for a particular college, and perhaps we should make that clear to friends of the college in churches where the campaign is being carried on. Lists will be published in the campaign literature indicating the total dollar amount needed for additional buildings and the maximum gift that may be designated for this purpose through the national capital funds campaign.

#### FALL EVENTS

Outstanding events on the campus this fall have been the program for the parents on Parents' Day, a conference for secondary school counselors, and a Latin American Symposium.

Something over 500 fathers and mothers attended our Parents' Day program. Some were here for the whole program and some left before evening. Opportunity was given them to see the facilities of the college and to meet with the teachers of their daughters. Luncheon for the women was served in the dining room, and luncheon for the men was served in Fellowship Hall. Supper was served buffet style using the gymnasium and the dining room. It was an exceedingly satisfactory day for the college and for our guests. The Fathers' Club, which was organized last year, elected an Executive Council and at a meeting of those present decided to solicit the membership for gifts for a student union building. They hope to raise \$200,000 among their own membership for this purpose, and some of them have made gifts also to the science teaching center. Dr. Max Goldenberg, of Belleville, Illinois, was elected President of the Fathers' Club.

About 100 counselors attended the Conference for Secondary School Counselors for two and one-half days on the campus. The counselors came from some of the

best high schools in various part of the country with a concentration in the New York area and the Middle West. The visiting speakers were Mrs. Jean Reiss and Mrs. Alice J. Irby, of the Educational Testing Service, Princeton, New Jersey, Dr. Edwin Fenton, of the Carnegie Institute of Technology, Mr. Ben F. Cameron, Jr., of the College Entrance Examination Board, and The Reverend L. F. Cervantes, S.J., Director of the Family Research Center at St. Louis University. Members of the Lindenwood faculty also spoke at one session. Arrangements for the conference were made by our Admissions Department and the whole thing moved along very smoothly. We have received high praise of it from our guests, and I am sure it was good for them and good for the college.

The symposium on Latin American affairs was concentrated in two days and classes were dismissed after 11:00 on Thursday. The featured speakers were Professor Hubert Herring, formerly of the faculty of Pomona College and Claremont Graduate School, Ambassador Gonzalo Facio, of Costa Rica, Virginia Prewett, of New York, a syndicated columnist on Latin America, Ambassador Sergio Gutierrez, of Chile, Mr. Hewson Ryan, of the United States Information Agency, and Mr. William D. Rogers, Jr., Deputy Coordinator of the Alliance for Progress. This was a stimulating program for the entire college community.

A special conference of deans of students, admissions officers, and presidents of the colleges of the Presbyterian College Union was held in St. Louis last month. The conference dealt with problems of student life and attitudes. Since we were so close, a number of our head residents were in attendance, as well as administrative officers.

CURRICULUM

It will be recalled that last spring a special committee of the faculty was appointed to work with the Dean and the President during the summer months and early fall to make recommendations to the faculty growing out of our study of the curriculum and our decision last year to consider the adoption of the 3 - 3 calendar.

The report of this committee was made to the faculty on September 11 and 12 and adopted. The report included a recommendation for the general education requirements for all candidates for the Bachelor of Arts degree. The new calendar is to be adopted for the fall of 1966.

During this winter the various departments of instruction will schedule their courses on the 3 - 3 program so that the new program may be announced in the forthcoming catalog.

The report follows on the next five pages.

Total courses in General Education Requirements in Humanities Division 10

II. Science and Mathematics

- 1. One term course in Mathematics 1
- 2. Three term course sequence in Natural Sciences, including both biological and physical science 1

Total courses in General Education Requirements in Science and Mathematics Division 4

Specific courses available to meet these requirements to be determined after consultation with departments.

Report of the Special Curriculum Committee

Presented to the Faculty

September 11-12, 1964

Proposed Plan of General Education Requirements as Amended by the Committee and Presented on September 12, 1964, and Adopted the Same Day.

I. Humanities

1. Four terms are allotted to the Humanities Division for courses which must include English Composition, Speech, and Literature in English; that the exact specifications of such courses be worked out and presented to the faculty at a later date. 4
  2. One term course in religion\* 1
  3. One term course in philosophy\* 1
  4. Three term courses of a foreign language including one in the literature of that language\* 3
  5. One term course of elective from the Division to be chosen from Liberal Arts courses.\* (If second literature course is required under #1, English is eliminated from #5.) 1
- 
- Total courses in General Education Requirements in Humanities Division 10

II. Science and Mathematics

1. One term course in Mathematics\* 1
  2. Three term course sequence in Natural Science, including both biological and physical science 1
- 
- Total courses in General Education Requirements in Science and Mathematics Division 4

\*Specific courses available to meet these requirements to be determined after consultation with departments.



III. Social Science

1. Two term course in History of Civilization (one survey; one analysis) 2
2. One term course in Introduction to Human Behavioural Science, an integration of psychology and sociology 1
3. One of these: American National Government 1  
Introduction to Economics
4. Either: A term course in a non-western area\*  
or  
4. Reading The term course in Contemporary America 1

Total courses in General Education Requirements in Social Science 5

IV. Senior Synthesis

- One course value taken in senior year 1

Total term courses in General Education Requirements 20

The total number of courses required for graduation is 36. However, the two terms of credit allowed for beginning language prior to the literature would be outside the 36 courses and would be credited to the student no matter how this level of proficiency is obtained. Thus A.B. graduates would show a total of 38 courses for graduation. This leaves 18 courses available for the major and electives.

\* Specific courses available to meet this requirement to be determined after consultation with departments or division.

Other agreements:

1. Degrees of B.M. and B.M.E. to be retained. Music students will not meet all normal general education requirements. If the program is accepted, general education requirements for such students will be worked out with music department and submitted to the Faculty later.
2. For majors: A minimum of seven courses, a maximum of eleven courses, plus such supporting courses as may be required by departments. No academic minor required.
3. Physical Education requirement: two years; two meetings per week for six terms.
4. Reading Program outside all class requirements
  - a. Eight terms to be required for graduation; nine terms without a term abroad.
  - b. Freshmen and Sophomores to read in fields of general education, one book per term, one book from each of the Divisions in each of the first two years. These are to be chosen from lists prepared by the Divisions.
  - c. One term of reading in junior year to prepare for term abroad, if taken.
  - d. One term in junior year under direction of major adviser (three if term abroad not taken)
  - e. No reading program while abroad or while taking Senior Synthesis
5. Senior Synthesis to meet all during senior year for one term credit.
6. Elementary Education majors will have an option of the B.A. or B.S. degree
7. The program has been planned in such a way that a junior term abroad is possible. During such a term the student would take only two courses instead of three, and a paper on some facet of the foreign culture would be written instead of the reading program that term.
8. Any general education requirement may be met by demonstrating proficiency.
9. The requirements for the B.S. degrees, except those in Nursing and Medical Technology, shall be the same as those for the B.A. except for the foreign language requirement.

## General Calendar Information

The proposed curriculum is conceived within the concept of the 3-3 Plan in which the college year is divided into three terms and students would normally carry three courses each term, though superior students might carry four. Such a concept was accepted by the faculty last February.

Each term would consist of ten weeks of class time plus an examination period. The exact dates of the terms would be, as in the past, a matter of administrative decision.

The class period would remain fifty minutes, and classes would normally meet four times per week. However, the instructor would have an option on all five hours in his class time. He could use this time as flexibly as he might wish. It would be possible to meet the class only three times in some weeks, but five times in other weeks. Hour examinations could be scheduled on the fifth day so as not to interfere with lecture-discussion time. In addition to actual class time, the instructor may have one-third of each student's study time for his course. This would allow a larger margin for independent study than our present schedule permits.

For transfer purposes, each course would be interpreted as 3 1/3 semester hours.

This schedule would also permit lengthening the fall term by one week to allow a class-free period for concerts, lectures, workshops by visiting scholars, religious emphasis week, and the like. Such a week would probably fall in the middle of the first term.

Proposal for the Degree

Bachelor of Arts in Elementary Teaching

GENERAL EDUCATION REQUIREMENTS: 20 Courses

MAJOR REQUIREMENTS: 13 Courses

|   |     |
|---|-----|
| American History                          | 2   |
| Geography                                 | 1   |
| Mathematics for Elementary Schools        | 1   |
| Art for Elementary Schools                | 1   |
| Music for Elementary Schools              | 1   |
| Physical Education for Elementary Schools | 1/2 |
| Methods of Teaching Reading               | 1   |
| The Teaching-Learning Process             | 2   |
| Educational Psychology                    |     |
| Methods of Teaching                       |     |
| Child Development                         |     |
| Senior Practicum                          | 3   |
| Student Teaching                          |     |
| Organization of Elementary Schools        |     |
| Children's Literature                     |     |
| Hygiene                                   | 1/2 |

Area of Concentration: 5 Courses

Student shall take 5 courses in a subject area (art, English, foreign language, home economics, mathematics, music, physical education, general science, social studies, speech) except general education requirements such as American Government, non-western area or contemporary America, foreign language requirement, English literature requirement.

AUDIT

Attached to this report you will find a copy of the audit report which was forwarded to the members of the Finance Committee. The audit shows that the operations for the year ending June 13, 1964 resulted in a surplus of \$14,496, in spite of the fact that we had over-estimated income from students in making the budget.

ACCREDITATION

Lindenwood College was among the colleges reviewed by the North Central Association of Colleges and Universities. The review team of two men visited the college in the early spring, made their report to the North Central Association.

CURRICULUM (Continued)

In response to the proposal that Dr. F. Rand Morton, the new chairman of the Department of Modern Languages, had submitted to the United States Office of Education, we have received a letter of intent to give support to this experimental program. You will recall that the purpose of the experiment is to teach foreign language for use and that the student will use tapes and self-instruction machines until she acquires a vocabulary of 1500 words, and then will be placed in a class in which the study of literature is pursued. That method is being used for all students at Lindenwood beginning the study of Spanish and for some students beginning the study of French.

The necessary equipment and booths have been installed on the lower floor of the library building, and it is hoped that we shall soon have a formal contract with the U. S. Office of Education for support of the project.

Students have evidenced considerable enthusiasm for the program and on several evenings when the library building was closed, as many as 30 students eager to use the machines had to be turned away.

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Attached to this report you will find a copy of the audit report which was forwarded to the members of the Finance Committee. The audit shows that the operations for the year ending June 15, 1964 resulted in a surplus of \$14,496, in spite of the fact that we had over-estimated income from students in making the budget.

ACCREDITATION

Lindenwood College was among the colleges reviewed by the North Central Association of Colleges and Universities. The review team of two men visited the college in the early spring, made their report to the North Central Association,

and the President of the College made a report to the North Central Association in the late spring. A self-study prepared by department heads and the administration of the college was given to members of the review team and filed with the Association. The President of the College appeared before the Commission on Liberal Arts Colleges in August, and full accreditation has been continued by the Association, and we have been notified of that action.

In reviewing our own work for the last few years we secured from the Graduate Record Examination office information concerning the status of our seniors as compared with graduates in all the colleges requiring their students to take the area tests. 243 colleges and universities require members of their graduating classes to take the area test in the social sciences, humanities, and the natural sciences. The mean performance of our students placed them in a group of 35 institutions with 53 colleges ranking above them and 155 below them. In the humanities we were ranked with 26 institutions with 38 above us and 179 below us. In the natural sciences we were ranked with 49, with 71 above and 93 below. Rankings were all given by groups of colleges rather than by individual colleges.

#### HIGHER EDUCATION COORDINATING COUNCIL

The Higher Education Coordinating Council in the St. Louis area is continuing its study of libraries, apprentice teaching, and nursing education. Mr. Forbes, the Executive Director, has been very effective in collecting information and directing the work of sub-committees in some areas. Dr. DeWulf, of our faculty, is working with him on the placement of apprentice teachers.

The Council has discussed the program for state scholarships as had been supported by some groups within the state. It is likely that a proposal for state scholarships for excellent students who have not the financial means to attend a college or university will be presented to the Legislature again this coming year.

November 17, 1964

There is considerable difference of opinion among many who have followed the experience of New York, Illinois, and California and a number of other states with state scholarship programs concerning the way the grant may be used. The state school people all feel that the grant should be used for any cost incidental to college study, and the representatives of the privately supported institutions feel that it should be applied to tuition and fees and that living costs should be paid by loans and outside work which the student might seek.

#### THE DEVELOPMENT PROGRAM

The total pledges and gifts received on the development program for the science teaching center are something over \$300,000. The campaign committee and Mr. Doenges' office are hoping to secure decisions before the end of the year that will bring about a substantial increase in this amount.

We are, however, as authorized by the Board, preparing an application for a Federal grant to go to the Missouri State Commission on Higher Education. In some respects it will be a strong application but one of the criteria to be used by the Commission will operate against a small college. On their point scale, 20 points will be given for the actual increase in the number of students and the projected number of students that will be accommodated in the next three years. There will also be points given for the percentage increase and the percentage additional students projected in the future. These measurements will tend to place the state institutions with a much larger enrollment at an advantage. We are hopeful, however, of receiving some grant, but not the maximum for which our project would be eligible.

#### GROWING PAINS

In a very carefully prepared budget for a ten year period from 1961 to 1971, we had projected an enrollment of 650 full-time students to be reached in 1966-67

and 700 in 1967-68. We are, therefore, well ahead of our schedule on increased enrollment, and should we be able to find the space for additional students we could reach our goal of 800 well ahead of 1970.

In the projection of plant construction we had indicated the possibility of another dormitory to be constructed in 1967-68 which would enable us to take care of this increase on campus, and had projected an addition to the library in 1966-67.

The completion of the science teaching center will provide us with needed facilities for classroom and laboratory instruction for the larger part of our program. This will not give us, however, any increased facilities for physical education nor additional stack room in the library, or any expansion of our Art Department which is crowded at this point. Should the Fathers' Club be successful in raising the necessary funds required to build a recreation center on campus, it might relieve the situation in physical education, especially if an adequate swimming pool is provided.

Any further substantial increase will make it necessary for us to increase the size of the dining room or to add the dining room to the recreation center in which case we might use the present dining room for the Art Department.

It would seem desirable for the administrative officers of the college to meet with the Long Range Planning Committee of the Board in the next few months to discuss these problems.

The survival and appropriate service of some liberal arts, church related colleges will depend upon the quality of the work done in these institutions. We simply have to have adequate facilities for instructional purposes, and we have to provide salaries that will command excellent teachers. The shortage of well prepared and experienced college teachers at this time of rapidly growing enrollments is creating greater difficulties year by year.



The American Association of University Professors collects information across the nation on faculty salaries and finds encouragement in the continuing increases provided by colleges and universities in salaries. While we have made substantial progress in this area, our average salaries by ranks placed us in the "D" class for Professors and Associate Professors. Ranking in this matter is designated in their reports by AA, A, B, C, D, E, and F. We ranked "C" for Assistant Professors and "B" for Instructors.

#### RECOMMENDATIONS

It is recommended that the following appointments to the faculty which had to be made this summer because of late resignations and increased enrollment be approved:

Estelle M. Fotsch, as a part-time Instructor in Physical Education for the first semester of 1964-65, at \$1,000.00.

Mimi Huntman, as a part-time Instructor in English for the year 1964-65, at \$2,500.00.

Robert Kitterer, as an Instructor in the Division of Social Sciences, for the year 1964-65 at \$7,200.00.

Donald E. Willis, as part-time Assistant Professor in the Department of Chemistry, at \$2,500.00 for the year.

A one semester's Sabbatical leave was approved for Dr. C. Eugene Conover, to be taken during 1965-66. We have been discussing the possibility of bringing some outstanding and nationally recognized authority in a selected field to the college for a semester or perhaps occasionally for a full year as frequently as seems possible. Dr. Brand Blanshard is such an authority in philosophy. He recently retired from Yale and has accepted responsibilities such as this in colleges in the east. It is recommended that we invite him to be a member of our faculty during the term Dr. Conover is to be absent.

Last spring the Buildings and Grounds Committee recommended that the two old boilers in our heating system be replaced, but that this action be deferred until the summer of 1965. With the additional boilers the current heating plant will take care of our expansion in the science teaching center and some further expansion. It is recommended that the administration be authorized, with the approval of the Buildings and Grounds Committee, to place an order for boilers, specifications for which will be prepared by Mr. Neal Campbell, and which will be built so as to allow for the installation of gas burners at a future date. In this connection the Gas Company of St. Charles is going to run a main from Duchesne Road to our boiler room without cost to the college and to refund at the rate of 1¢ a therm for the use of gas consumed by our boilers during a five year period, or longer, until they have contributed \$20,000 in refunds.

The pipe organ in Sibley is the only pipe organ available at the college. It is an old organ, having been built in the late 1920's, and our music people have long felt that it is inadequate for our use. The growing enrollment in organ has led the Music Department to recommend the purchase of a two manual organ to be built this coming summer. The estimated cost to bidders on it would be \$12,000. Information concerning this request has been placed with the Committee on Faculty and Curriculum, and it is possible that another organ may be available for the college at considerably less cost. It is recommended, however, since it takes time to get an organ built that we approve the installation of such an organ to cost not more than \$12,000, as a cost to be met in the budget for the college year 1965-66.

Respectfully submitted,

*F. L. McCluer*  
F. L. McCluer  
President

LINDENWOOD COLLEGE  
MINUTES OF MEETING OF  
FINANCE COMMITTEE  
OF  
LINDENWOOD COLLEGE

St. Charles, Missouri  
February 12, 1965

The Finance Committee of the Board of Directors of Lindenwood Female College met at the Noon Day Club in St. Louis at 12:00 Noon on February 12.

The following members of the committee were present:

Mr. Howard I. Young  
Mr. William H. Armstrong  
Mr. John M. Black

Dr. McCluer, President of the College, and Mr. Colson, Business Manager of the College, were also present.

The purpose of the meeting was to consider President McCluer's recommendations as stated in the attached letter dated February 10, 1965. The members of the Finance Committee approved on motion made and seconded the recommendation that the Endowment Income Account at the Bank of St. Louis be merged with the Lindenwood College Operating Account at that bank and that the St. Louis Union Trust Company and the Mercantile Trust Company be directed to make their monthly endowment income deposit into the merged account.

The members of the Finance Committee also approved Dr. McCluer's recommendation that the basic comprehensive charge for resident students for the 1966-1967 college year be increased to \$2,485, and on motion duly seconded and carried, voted to refer the recommendation to the Board of Directors at the next regular meeting to be held in June.

No action was taken on the recommendation of the President of the College that the President of the College and/or the Business Manager of the College be authorized to sign stock powers for the transfer of securities received as gifts to operations or for designated capital expenditures.

LINDENWOOD COLLEGE  
SAINT CHARLES, MISSOURI

February 10, 1965

TO MEMBERS OF THE FINANCE COMMITTEE:

Admiral Sidney W. Souers  
William H. Armstrong  
John M. Black  
Russell L. Dearmont  
John M. Wolff, Jr.  
Howard I. Young

It is recommended that we discontinue the endowment income bank account at the Bank of St. Louis, and that the trust companies make deposits direct to the Lindenwood College account from the endowment income.

It is recommended that we consider an increase in charges for 1966-67 from \$2,235.00 to \$2,485.00. This would make our tuition charge \$1,400.00, board charge \$635.00, room charge \$400.00, and the student activity fee \$50.00.

It is recommended that the Board of Directors authorize the President of the College and/or the Business Manager to sign stock powers to sell certificates of stock received as gifts to operations or for designated capital expenditures. Annually we receive gifts to operations or for specified expenditures in the form of securities and without this authority there is some unnecessary time and trouble involved in selling them.

Yours sincerely,

F. L. McCluer  
President

Minutes of Meeting of Board of Directors  
February 15, 1965, Page 2

Notice was made by Dr. Crider, duly seconded and carried, authorizing the administration of the college for student rooms in Irvin Hall. The recess was to be included in the proposed 1965-1966 budget.

On motion by Mr. Mellow, duly seconded and carried, the Board authorized the President or Vice President and the Secretary of the Board of Directors to call and notice duly given each member of the Board of Directors and to the members of the Advisory Board, in accordance with the By-Laws, the Annual Winter Meeting of the Board of Directors and of the Advisory Board of Lindenwood Female College was held at the Chase Hotel at 4:00 p.m. on February 15, 1965.

The following Directors and members of the Advisory Board, being a quorum, were present:

Mr. Young  
Dr. Crider  
Mr. Mellow  
Dr. McDowell  
Mrs. Johnston  
Mr. Armstrong

Also present were Dr. Franc L. McCluer, President of the College, and Mr. Robert C. Colson, Business Manager of Lindenwood College.

The meeting was opened with prayer by Dr. McCluer.

Mr. Young, President of the Board of Directors, acted as Chairman of the meeting, and Mr. Colson acted as Secretary of the meeting.

On motion made, seconded and carried, the minutes of the meeting of the Board of Directors and of the Advisory Board on November 17, 1964, were approved.

President McCluer's report to the Board of Directors of the College, which had previously been mailed to all members of the Board of Directors and Advisory Board, was accepted and a copy is attached to and is a part of these Minutes.

Dr. McCluer reported that as of February 15, 1965, the Fathers' Club has received \$34,000 in pledges, cash, and securities.

St. Charles, Missouri  
February 15, 1965

Pursuant to call and notice duly given each member of the Board of Directors and to the members of the Advisory Board, in accordance with the By-Laws, the Annual Winter Meeting of the Board of Directors and of the Advisory Board of Lindenwood Female College was held at the Chase Hotel at 4:00 p.m. on February 15, 1965.

The following Directors and members of the Advisory Board, being a quorum, were present:

Mr. Young  
Dr. Crider  
Mr. Mellow  
Dr. McDowell  
Mrs. Johnston  
Mr. Armstrong

Also present were Dr. Franc L. McCluer, President of the College, and Mr. Robert C. Colson, Business Manager of Lindenwood College.

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Dr. McCluer reported that as of February 15, 1965, the Fathers' Club has received \$34,000 in pledges, cash, and securities.

Motion was made by Dr. Crider, duly seconded and carried, authorizing the administration of the college to place an order for furniture for student rooms in Irwin Hall. The necessary funds for the furniture is to be included in the proposed 1965-1966 budget.

On motion by Mr. Mellow, duly seconded and carried, the Board of Directors authorized the President or Vice President and the Secretary of the Board of Directors to sign an easement granting St. Charles Gas Company the right to install a gas line on college property in order to provide service to the new boilers to be installed in the steam generating plant.

The Buildings and Grounds Committee and the Finance Committee, having met separately prior to this date, joined the administration of the college in recommending that the college enter into a contract with Robert R. Wright, Inc. for the construction of a dormitory to house 128 students to be completed by September 12, 1965. Mr. Armstrong moved that the recommendation of the Buildings and Grounds Committee and the Finance Committee be approved and that a ceiling of \$650,000 be placed on the total cost of the project, exclusive of furniture and furnishings for the student rooms, head resident's apartment, lounge, and recreation room. The motion authorized the President, Vice President, or Secretary-Treasurer to sign the contract in accordance with the plans and specifications as prepared by Mr. Kenneth E. Wischmeyer, architect. The motion was seconded and carried.

The decision regarding the financing of the construction of the dormitory was referred to the Finance Committee with full power to act.

Dr. McCluer stated that the faculty of the college had not as yet selected the recipients of honorary degrees to be awarded at the May 29, 1965, Commencement and was authorized to secure the approval from the Board of Directors either by mail or by telephone.

There being no further business to come before the meeting, it was closed with the benediction by Dr. McDowell.

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Chairman

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Secretary

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

February 15, 1965

It is a pleasure to make this report to the Board of Directors and Advisory Board.

STUDENT PERFORMANCE

At the close of the first semester we found but six (6) students had to be dismissed for academic reasons, which is somewhat less than we have formerly had with a smaller total enrollment, but that we had more than usual placed on probation. The Dean of the College and the Dean of Students have been making a study of freshmen grades in particular since a large number of these probation students were freshmen. Their conclusion at this point after studying College Board scores and high school records, as well as current marks in college, is that the failures are largely due to lack of motivation. Four students seem to be entirely out of line on the basis of their previous records - three as under-achievers, and one as an over-achiever.

LANGUAGE LABORATORY EXPERIMENTAL TEACHING

The experiment with the use of self-instruction machines and responders for which the college has received a grant of \$29,694.00 from the United States Office of Education has been a significant experiment. Dr. Koski, of the U. S. Office of Education, visited the laboratory in early December and described it

February 15, 1965

as one of the best laboratories for this purpose he had seen. We were pleased with this appraisal because some of the work in connection with installation of equipment was underway at the time of his visit.

The project, under the direction of Dr. F. Rand Morton, chairman of the Department of Modern Languages at Lindenwood, is expected to help determine the feasibility of using self-instructional courses as the sole means of introductory foreign language learning in a liberal arts college. Dr. Morton introduced this method of study at the University of Michigan, and is recognized as one of the ablest men directing this kind of work in the country.

Workbooks and tapes for the beginning courses are part of a series of materials for five languages which were developed by the University of Michigan under a previous Office of Education contract and which are now being tested differently in several schools and colleges, as well as at the University.

Each student enrolled in the trial program at Lindenwood progresses at her own learning speed, receiving no tutorial assistance. Evaluation of the program's effectiveness will be based primarily on the student's demonstrated ability to speak and understand French or Spanish after completing all course materials.

Two laboratories have been established on the lower floor of the library - one equipped with 47 booths and the other with 32. The carrels for the self-instruction laboratories in the north wing of the library (the room with 32 booths) enable the student to follow programmed instruction without the presence of a teacher and to progress at the speed of which she is capable. When she has acquired a vocabulary of 1,500 words, she moves into the study of the literature of the language.



February 15, 1965

The self-instruction program is being used by all beginning students in Spanish and by about one-half of the beginning students in French. The classroom laboratory (with 47 booths) is being used by members of the department and their classes in French, German, Russian, and advanced work in Spanish. The two rooms with the corridor between are devoted to language instruction and are equipped with all necessary electronic apparatus.

The purpose of instruction in modern languages at Lindenwood is to enable the student to use the language. The audio-visual method of instruction in Spanish and French parallels the learning experience one has had in acquiring understanding of her own language. One advantage, apart from the speed with which the apt student may make in self-study, is that there is a motivation to acquire mastery of the language that is often absent under the old method. Many of our students are really excited about the opportunity they are having in the self-instruction laboratory. All are finding rewarding experience in study of a foreign language with the hope of being able to use it.

#### PROGRESS ON THE SCIENCE TEACHING CENTER

The contractor is making steady progress on the erection of the Science Teaching Center but has been delayed recently by weather conditions. The building is ready for pouring of concrete on the third floor of the building.

The gifts and pledges designated for this building total \$676,649.55. This sum is made up of gifts from individuals in the amount of \$215,534.55, from corporations and foundations in the amount of \$201,746.00, and from a Federal grant in the amount of \$259,369.00. The college is eligible to apply for an additional grant from Federal funds in the coming fiscal year in the amount of \$283,000.00.

February 15, 1965

\$285,446.77 has been received in cash and securities at the college.

\$210,053.90 have been expended in payments to the architect and the contractor.

The **cash** portion of the fund for the building is as follows:

|  |                    |
|--|--------------------|
| Cash at Lindenwood College                       | \$5,883.64         |
| Cash at Security Trust Co.                       | 50,497.33          |
| Securities at Lindenwood College                 | 12,862.50          |
| Temporary Investment - St. Louis Union Trust Co. | <u>5,550.00</u>    |
|  | <u>\$74,793.47</u> |

Mrs. Earl M. Johnston has arranged a gift to provide and equip a biology lecture room and adjoining laboratory in biology on the second floor of the Science Teaching Center as a memorial to her father, Frederick Eno Woodruff, M.D. She has given the college securities which have been sold for \$50,497.33. This generous gift has been a most significant stimulus to our drive and a great encouragement to all of us. This is the largest single gift that has been received other than the grant from Federal funds. The biology lecture room and connecting laboratory will be identified as a memorial to Dr. Woodruff by a bronze plaque which will carry a bust of Dr. Woodruff and appropriate words. This plaque is being prepared under the supervision of Mrs. Johnston. We are proud to have this memorial to Dr. Woodruff for our Science Teaching Center and are deeply grateful to Mrs. Johnston for this gift.

Dr. Woodruff specialized in Ophthalmology and for many years was Associate Professor of Clinical Ophthalmology at Washington University Medical School. He served as ophthalmologist to Barnes Hospital, McMillan Eye, Ear, Nose and Throat Hospital, St. Louis Children's Hospital and Bethesda Hospital; as

February 15, 1965

*Pres. William Hoop. D*

consulting ophthalmologist to the Evangelical Deaconess Home and Hospital, and St. Louis County Hospital; as oculist-in-chief at Frisco Employee's Hospital; and as a staff member at St. Luke's Hospital and Shriners' Hospital for Crippled Children. He was a member of the Missouri and St. Louis Medical Societies, serving as president of the latter in 1942. He was a Trustee and an Elder of Second Presbyterian Church, a Director of the Security Trust Company, an honorary life Trustee of the Presbyterian Home for Children at Farmington, Missouri, a fifty-year member of the Tuscan Lodge, and a Director and honorary Vice-president of the St. Louis Symphony Society.

OTHER FINANCIAL CAMPAIGN EFFORTS

The President of the Fathers' Club, Dr. Max M. Goldenberg, reports that the Fathers' Club has received \$21,000.00 toward a \$200,000.00 campaign to provide a recreation center on the campus.

The St. Charles organization is preparing its spring solicitation under the leadership of Mr. Charles Boswell. The solicitation begins with a dinner at Golf View Inn March 1 to which we are inviting those who have supported the college through this effort.

PROPOSED NEW DORMITORY

Consideration of erection of an additional dormitory building was proposed at the last meeting of the Board.. In light of the decision of our Long Range Planning Committee of limiting the enrollment of the college to 800 students, it was felt that if we are to move to 800 students, now is the time to secure this increase. The Admissions Office feels that we can fill this additional dormitory next year. The rise in enrollments across the country this last

February 15, 1965

year has been substantial and will be continued next fall. Enrollments in colleges and universities were stabilized between 1952 and 1962 and have been rising rapidly during the last three years. This year there are more than 4,000,000 students seeking degrees in our colleges and universities, and by 1970 there will be something more than 7,000,000.

A second reason for considering this increase promptly is that the increase in our current enrollment will bring us close to 400 returning students next year. (351 have already indicated their indication to return next year and 68 have indicated some uncertainty. From the 68 we shall enroll at least one-half of them.)

The capacity of our present rooming facilities even using guest rooms and the home management house is 564. This would mean we can enroll only 200 freshmen if we do not expand our rooming facilities. This year we had 330 freshmen and a drop back to 200 would mean smaller upper division classes three or four years hence. We have been running about 100 students ahead of last year in enrolling new students for next fall. A total of 370 applications for admission to the freshmen class have been received to this date.

We have contacted three organizations that are specializing in the erection of college dormitories - A.I.D. in Chicago, C.I.T. in New York, and O'Meara-Chandler in Houston, Texas. The Business Manager and the President of the College visited dormitories built by O'Meara-Chandler. We have also received a proposal from Fischer & Frichtel, Inc., in St. Louis, a company that has been building apartments, motels, and, recently, dormitories at Southern Illinois University. We have also consulted Kenneth Wischmeyer, who has been our architect for the Science Teaching Center and McCluer Hall.

February 15, 1965

National organizations dealing with this problem construct and lease the building back to the college under a program to amortize it for a period of fifteen or twenty years. For the purpose of illustration, there follows a summary of the situation involved in one proposal being made to us.

A dormitory for 124 students would be constructed south of Niccolls Hall at a cost of \$490,000.00. On the twenty year lease program, the cost to the college would be \$43,332.00 annually. The room rentals would yield us, at our present rate, \$49,600.00 annually. The income from tuition and board from these additional students would amount to \$235,600.00 annually. Additional recurring expenditures involved in maid service, heat, light, water and maintenance service, and Head Resident's salary would amount to approximately \$14,000.00 annually. It is possible too that with a larger sophomore class next year and a freshman class only slightly smaller than the one we had this year we would need additional part-time faculty in English, history, and, possibly, natural sciences. Non-recurring expenditures which should be made for the enlargement of the dining room would cost from \$25,000.00 to \$30,000.00.

Handwritten calculation:  
~~1300~~  
~~124~~  


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~~5200~~  
~~2600~~  


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~~1300~~  
~~161200~~

PRESBYTERIAN COLLEGE UNION MEETING

Most of the January meeting of the Presbyterian College Union was given to a discussion of the relationship of our national Board of Christian Education to the colleges. The Board has increased its services to the colleges through conferences such as the one held in St. Louis last fall for directors of admissions and deans of students, and for conferences of faculty members in particular areas, and to a registry of candidates for teaching positions in church-related colleges. Financial support has not been increased.

Most of the discussion centered about the possibility of basing support from the national Board on the quality of the colleges rather than on the basis

of enrollment and need under the present formula. Some felt that the time might come when the stronger institutions should give up the financial support, but maintain the relationship to the Board. Others felt that the Board, even though it maintained the relationship, should divide its limited funds among the better two-thirds of the colleges.

The problem of support from outside the Synod in which the college is located is receiving continued attention and study from the Board.

RECOMMENDATIONS

We have been bringing our dormitory furnishings up to a good standard and we recently refurnished the bedrooms in Niccolls Hall. The bedrooms in Irwin Hall are in need of new furnishings. It is recommended that authority for placing an order for furniture in students rooms in Irwin Hall be given the Administration, at an approximate cost of \$20,000, the cost of the furnishings to be included in the budget for 1965-66.

*Appr.* →

It is recommended that the Board authorize the President or Vice-President and Secretary to sign an easement granting St. Charles Gas Company the right to install gas line for service to boilers in steam generating plant.

} *Resolution*

Respectfully submitted,

F. L. McCluer  
President of the College

FLM:MY

February 15, 1965

In brief, the schedule to start immediately would be as follows:

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

March 1, 1965 - Preliminary drawings available; complete structural foundation plans available to enable construction of structural steel drawings available to obtain competitive steel bids.

April 1, 1965 - Architectural and mechanical drawings completed to obtain competitive bids on major sub-contracts and suppliers. February 15, 1965

The Buildings and Grounds Committee of the Board of Directors considered proposals for a new dormitory made by O'Meara-Chandler, Inc., of Houston, Texas, Fischer & Frichtel, Inc., of St. Louis, incomplete proposal from C.I.T., of New York City, and the proposal from Kenneth Wischmeyer, Architect, and Robert R. Wright, Inc., Contractor.

The committee recommended that the Board authorize Mr. Wischmeyer to prepare specifications and working drawings for a dormitory to house 128 students, the total cost not to be in excess of \$650,000, including the architect's fee and the general contractor's management fee of 4%, the building to be erected southwest of Niccolls Hall, and to be completed by the opening of college in September, 1965. The furniture and furnishings are to be provided by the college and not by the architect and contractor. The committee also recommends that Robert R. Wright, Inc.'s proposal to manage the construction of the building at a fixed management fee of 4% be accepted, this fee to be fixed as a lump sum at the time when all bids can be received and a maximum cost to the college can be determined. Any savings from the established maximum cost would revert to the college. For all items not handled exclusively by Mr. Wright's own forces, a minimum of three proposals would be taken from firms capable of maintaining the required construction schedule and reviewed with the architect and representatives of the college.

MINUTES OF MEETINGS OF  
FINANCE COMMITTEE  
OF  
LINDENWOOD COLLEGE

Supplemental Report

- 2 -

February 15, 1965

March 4, 1965

In brief, the schedule to allow the building to start immediately would be as follows:

March 1, 1965 - Preliminary architectural drawings available; complete structural foundation plans available to enable construction to start; structural steel drawings available to obtain competitive steel bids.

April 1, 1965 - Architectural and mechanical drawings sufficiently completed to obtain competitive bids on major sub-contracts and suppliers.

April 15, 1965 - All drawings complete; major bids received; structural steel delivered.

The Finance Committee joins the Building and Grounds Committee in making this recommendation in order to provide a dormitory to be available by the opening of college in the fall of 1965.

Respectfully submitted,

F. L. McCluer  
President of the College



MINUTES OF MEETING OF  
FINANCE COMMITTEE  
OF  
LINDENWOOD COLLEGE

St. Charles, Missouri  
March 4, 1965

Pursuant to call by the Chairman, a meeting of the Finance Committee of Lindenwood College, St. Charles, Missouri, was held at the office of Admiral Souers, General American Life Insurance Company Building, 1501 Locust Street, St. Louis, Missouri, at 2:00 p.m., March 4, 1965.

The following members of the committee were present:

Mr. Robert C. Colson      Admiral Souers, Chairman  
Lindenwood College      Mr. Armstrong  
St. Charles, Missouri    Mr. Young

Dr. McCluer, President of the College, and Mr. Colson, Business Manager of the College, were also present.

The Finance Committee met to carry out the authorization by the Board of Directors of the College at its February 15 meeting to arrange for the construction financing of a new dormitory on the campus of Lindenwood College.

Mr. Young reported to the Committee that he had arranged for a loan, subject to approval by the Finance Committee and the Executive Committee of the Board of Directors, in an amount up to \$700,000 at Mercantile Trust Company at the prime rate, 4 $\frac{1}{2}$ %.

The resolution of the Executive Committee of the Board of Directors authorizing the designated officers of the Board of Directors to borrow money as indicated above is attached to and made a part of the minutes of this meeting. The resolution of the Executive Committee authorizing the opening of a checking account at the Mercantile Trust Company in order that the proceeds of the loans obtained under the loan resolution may be deposited and withdrawn on the authorized signatures is also attached to and made a part of these minutes.

---

Sidney W. Souers, Chairman

---

R. C. Colson, Secretary

ALAN K. ARMSTRONG  
DOROTHY TEASDALE  
WALTER L. ROOS  
WILLY E. KRAMER, JR.  
STRELL VAUGHAN  
JOHN H. JOHNSTON  
MORICE BEAN  
WILLIAM E. DAPRON  
ALAN H. WEBSTER  
WALTER H. CLARK  
JOHN R. ENOE  
JOHN S. BALDWIN  
FRANK U. BEIMDIEK  
WALTER E. WOODRUFF  
DOROTHY H. FOSTER  
DOROTHY S. F. TEASDALE  
EDWARD J. SHEEHAN  
JOHN LEICHT, JR.  
DONALD R. WILSON  
WALTER L. HETCALFE, JR.

ARMSTRONG, TEASDALE, ROOS, KRAMER & VAUGHAN  
ATTORNEYS AND COUNSELORS  
506 OLIVE STREET  
ST. LOUIS 63101

THOMAS H. COBBS (1901-1959)  
GEORGE B. LOGAN (1919-1950)  
HENRY C. M. LAMKIN (1946-1958)

March 12, 1965

MAIN 1-3670  
MAIN 1-7855

Mr. Robert C. Colson, Business Manager  
Lindenwood College  
St. Charles, Missouri

Dear Bob:

Enclosed you will find forms of certified Resolutions for the proposed loan from Mercantile, and for opening the new checking account. The forms of these Resolutions other than the certification would go into the Minutes of the Executive Committee meeting of March 4th.

When you have secured the requisite signatures and affixed the seal, the Resolutions will be ready for delivery.

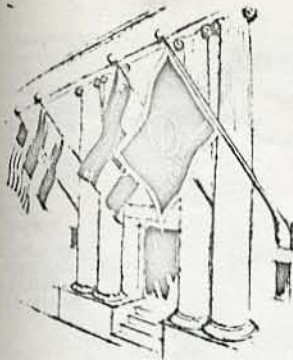
I also enclose a form of note so that you can make your first loan. I advised Mr. Wolford who is handling the matter that you would want to borrow \$250,000.00 April 1st and other amounts from time to time as the building progresses.

If you have any further questions, please let me know.

Sincerely,

*Alan Armstrong*

WHA:CM



# MERCANTILE TRUST COMPANY

SAINT LOUIS, MISSOURI 63166. CENTRAL 1-3500

March 11, 1965

Mr. William H. Armstrong  
Armstrong, Teasdale, Roos, Kramer & Vaughan  
506 Olive Street  
St. Louis, Missouri 63101

Dear Mr. Armstrong:

Mr. John Fox asked that I send you the enclosed note for borrowings by Lindenwood College. I understand the College wishes to borrow pending completion of the construction of a new dormitory. Accordingly, I have set the note up for six months, although you of course can pre-pay if the dormitory is completed prior to maturity. If it takes longer, as I suspect it will, I am sure we can renew the note. Please fill in the correct corporate name of the College and have it executed by the required parties.

I also left the amount blank. You mentioned \$700,000 in your letter of March 5. If you want it all now, you of course may have it, but I suspect you will want to make draws from time to time.

I am also enclosing our borrowing resolution form and a signature card, and our resolution for opening the account along with three signature cards. Please execute these and return the cards along with one copy of each resolution to my attention. If you have already adopted a resolution authorizing the borrowing and the opening of the account, please give us a copy of that resolution along with the specimen signatures of those authorized in the resolution to sign for the corporation.

I trust you will find the enclosed in order, but if you have any questions please do not hesitate to give me a call. You, of course, will need checks which we will be happy to order for you. We do have a wide variety of forms available and I will be happy to show them to you, your business manager or whomever you may designate so that you can select the one to best fit your need.

*understand  
checks have  
already been ordered.  
RCW*

RCW/HG  
Enclosures

Very truly yours,

*Robert C. Wolford*  
Robert C. Wolford  
Vice President

*To time 9-15-65 \$ each month  
11-15-65  
" " 1-3-15-66  
" " 1-3-15-66  
Interest monthly at 15%*

ARMSTRONG, TEASDALE, ROOS, KRAMER & VAUGHAN  
ATTORNEYS AND COUNSELORS  
506 OLIVE STREET  
ST. LOUIS 63101

THOMAS H. COBBS (1901-1959)  
GEORGE B. LOGAN (1919-1950)  
HENRY C. M. LAMKIN (1946-1958)

MAIN 1-3670  
MAIN 1-7855

March 5, 1965

Mr. John Fox, President  
Mercantile Trust Company N.A.  
721 Locust Street  
St. Louis 1, Missouri

*A. J. Kamman  
Asst. Cashier*  
*ce 1-3500*  
*new acct. Dept  
(checking)*  
*#16-21963*  
*10 checks  
acct. no.  
3/11/65*

Dear John:

RE: Lindenwood Female College

I am a member of the Board and Executive Committee of Lindenwood Female College, St. Charles, Missouri. At a meeting yesterday, Mr. Howard Young reported that he had discussed with you a short term loan with the College for the construction of a new dormitory building.

At the meeting a Resolution was adopted authorizing the College to borrow from the Mercantile up to \$700,000.00 and to open a checking account.

The funds in the checking account would be withdrawn upon the signature of Mr. R. C. Colson, Business Manager, and the signature of any one of Howard I. Young, President, Sidney Souers, Chairman Finance Committee, and William H. Armstrong, Secretary-Treasurer.

Mr. Young also stated that he understood that you were kind enough to make this loan at the prime rate.

The building is under construction and funds will be needed beginning in April. Would you please forward at your convenience your loan forms and the forms for opening an account.

The College and the Board are very appreciative of this consideration.

With kindest personal regards.

Sincerely,

WHA:CM

CC: Mr. R. C. Colson

*721M Telephone  
Mr. A.*

*Letterhead & Check Corp  
4 part Voucher  
checks*

RESOLUTIONS OF THE EXECUTIVE COMMITTEE  
OF THE  
BOARD OF DIRECTORS

The undersigned, Secretary of Lindenwood Female College hereby certifies to Mercantile Trust Company, N.A. that at a meeting of the Executive Committee of the Board of Directors of Lindenwood Female College, an educational corporation duly organized and existing and now in good standing under the laws of the State of Missouri, duly called and held in the City of St. Louis, State of Missouri, on the 4th day of March, 1965, in accordance with the By-Laws of said College, at which meeting a quorum was present and acting throughout, the following resolutions were unanimously adopted and are still in full force and effect:

RESOLVED that any two (2) of the following officers of this College, to-wit: President, Vice-President, Secretary-Treasurer or Chairman of the Finance Committee, are hereby authorized, for an in behalf of this College:

(a) to borrow money, or obtain credit in any form, from Mercantile Trust Company, N.A., St. Louis, Missouri, in such sums, for such periods of time, and upon such terms and conditions as to such officers, in their discretion, may seem desirable, and to execute and deliver notes, drafts, acceptances, guaranties, or other credit instruments or agreements therefor in form acceptable to said Bank;

(b) to discount with said Bank any bills receivable of this College upon such terms and conditions as to such officers, in their discretion, may seem desirable;

(c) to apply for and obtain from said Bank letters of credit, of any kind, and to execute such applications, agreements, trust receipts, guaranties, indemnities, and other undertakings as to such Officers, in their discretion, may seem desirable;

(d) to pledge, assign, and/or deliver, as security for any of the foregoing obligations, stocks, bonds, bills

and accounts receivable, mortgages, bills of lading, warehouse receipts, insurance policies, certificates, and any other property of this College, of any kind, with full power to endorse or assign any thereof in the name of this College, and to execute and deliver any and all instruments necessary or proper in furtherance thereof; and

(e) to withdraw from Bank and give receipts therefor, and to authorize and request Bank to sell and deliver for account of this College, any of the collateral securities at any time pledged to Bank.

(f) To deposit in the Mercantile Trust Company, N.A. in the name of "Lindenwood College" any funds borrowed and withdraw the same on the signature of Lindenwood College by its duly authorized officers.

FURTHER RESOLVED that the Secretary or other officer of this College be, and hereby is, authorized to certify to Bank the names of the present officers of this College and other persons authorized to sign for it, and the offices, respectively, held by them, together with specimens of their signatures, and, in case of any change of any office holder, the fact of such change and the name of any new officer together with a specimen of his signature; and Bank is hereby authorized to honor any instrument signed by any new officer or officers in respect of whom it has received any such certificate or certificates, with the same force and effect as if said officer or officers were named in the foregoing resolutions.

FURTHER RESOLVED that until the Bank has actually received notice in writing from the Secretary or any officer of this College of any change in these resolutions, Bank is authorized to act in pursuance hereof and shall be indemnified and saved harmless by this College from any loss or liability incurred by it in acting pursuant to these resolutions.

The undersigned further certified that the present officers of said College, and the offices respectively held by them, are as follows:

Howard I. Young, President  
Mrs. Horton Watkins, Vice-President  
Admiral Sidney W. Souers, Chairman of Finance Committee  
William H. Armstrong, Secretary-Treasurer

IN WITNESS WHEREOF, I have hereunto set my hand as Secretary, and affixed the corporate seal of the College hereto, this \_\_\_\_\_ day of March 4, 1965, 1965.

\_\_\_\_\_  
Secretary.

The Executive Committee of the  
**RESOLUTIONS OF BOARD OF DIRECTORS**  
**RE: CHECKING ACCOUNT**

The undersigned hereby certifies to Mercantile Trust Company of St. Louis, Missouri, that he is the Secretary of Lindenwood Female College, a corporation, duly organized and existing and now in good standing under the laws of the State of Missouri; that the following is a complete, true and correct copy of certain resolutions duly adopted by the board of directors of said corporation at a meeting of said board duly called and held on the 4th day of March, 1965, in accordance with the Articles of Incorporation and By-Laws of said corporation, at which meeting a quorum was present and acted throughout, all as appear on the minutes of such meeting, which resolutions are still in full force and effect; \*(Executive Committee of the)

**RESOLVED:**

1. That Mercantile Trust Company be and hereby is designated as a depository of this corporation, subject to the terms, conditions, rules and regulations of said Bank from time to time in effect governing commercial checking accounts, under the name and style:

Lindenwood College  
(Name of Account)

2. That funds in said account with said Bank shall be subject to withdrawal or debit from time to time upon checks or orders for the payment of money when signed in behalf of this corporation by the following:

Any two (2) of President, Vice-President, Secretary-Treasurer,  
and Business Manager and Chairman of the Finance Committee

\_\_\_\_\_; and  
(Set forth the Titles of Officers or other persons authorized to sign, such as President, Treasurer, Bookkeeper, etc., and not their individual names. Also indicate in what manner the officers are to sign—singly, any two, or jointly, etc.)

3. That Mercantile Trust Company is hereby directed and authorized to honor, pay and charge against said account any and all checks or orders for the payment of money when signed as provided in 2 above, without any duty of inquiry as to the circumstances of issue or disposition of the proceeds and regardless of to whom such instruments are payable or endorsed, including instruments payable or endorsed to any officer, or agent of the corporation, or any person authorized to sign, or to bank, or bearer, or cash, or otherwise, and tendered for cashing, or in payment of the individual obligation of such officer, or agent, or person signing, or for deposit to his personal account; and

4. That any officer or agent of the corporation is authorized to endorse for deposit, or collection, or negotiation any and all checks, drafts, notes, bills of exchange, and other orders or instruments for the payment of money, belonging to or coming into the possession of the corporation, which endorsements may be made in writing or by stamp or otherwise, and without designation of the person so endorsing; that any such instrument may be deposited without endorsement, or the endorsement of this Corporation may be supplied by Bank, in either of which events the liability of this Corporation thereon shall be the same as if actually endorsed by this corporation; that all items delivered to said Bank shall be subject to the provisions of the Bank Collection Code of Missouri; that each of the officers and agents designated above in the second paragraph, or from time to time hereafter designated, to sign for the corporation, be and hereby is further authorized to act for and in behalf of this corporation in the transaction of any and all other business arising from time to time in connection with or involving said account, and to sign and deliver such instructions or instruments in relation thereto and consistent herewith as he may deem advisable; and

5. That the Secretary, or \_\_\_\_\_ of this corporation be, and hereby is, authorized and directed to and shall certify to Mercantile Trust Company the names of the present officers of this corporation and other persons authorized to sign for it and the offices, respectively, held by them, together with specimens of their signatures; and he shall from time to time hereafter, as changes of officers and agents may occur, immediately certify to or notify Bank of such changes and the name of any new officer or agent together with a specimen of his signature; and said Bank is authorized to rely and act upon such certificate or notice and to honor any instrument signed by any new officer(s) or agent(s) in respect of whom it has received such certificate or notice, with the same force and effect as if said officer(s) or agent(s) were named in the foregoing resolution, and Bank shall be indemnified and saved harmless by this corporation from any claims, demands, loss, or expense resulting directly or indirectly by reason of its honoring the signatures of any such officer(s) or agent(s) so certified, or refusing to honor any signature not so certified; and

6. That these resolutions shall remain in full force and effect, and Bank is authorized and directed to continue to rely hereon and act hereunder, regardless of any other notice to the contrary, until Bank shall have received a certified copy of resolutions duly adopted by the board of directors of this corporation revoking, amending or otherwise changing these resolutions.

The undersigned further certifies that the present officers of this corporation, and the offices respectively held by them, are as follows:

|                         |                            |                  |                          |
|-------------------------|----------------------------|------------------|--------------------------|
| President               | <u>Howard I. Young</u>     | Asst. Secy.      | _____                    |
| 1st Vice Pres.          | <u>Mrs. Horton Watkins</u> | Asst. Treas.     | _____                    |
| Chr., Finance Committee | _____                      |                  |                          |
| 2nd Vice Pres.          | <u>Sidney W. Souers</u>    | Business Manager | <u>-Robert C. Colson</u> |
| Secretary               | <u>Wm. H. Armstrong</u>    |                  | _____                    |
| Treasurer               | <u>Wm. H. Armstrong</u>    |                  | _____                    |

IN WITNESS WHEREOF, I have subscribed my name as Secretary and affixed the seal of said corporation this 30th day of March, 1965.

(Seal)

Wm. H. Armstrong  
Secretary

MINUTES OF MEETING OF  
FINANCE COMMITTEE  
OF  
LINDENWOOD COLLEGE

St. Charles, Missouri  
May 26, 1965

Pursuant to call by the Chairman, a meeting of the Finance Committee of Lindenwood College, St. Charles, Missouri, was held at the St. Louis Union Trust Company, St. Louis, Missouri, at 11:00 a.m., May 26, 1965.

The following members of the committee were present:

|                          | Perman.<br>Cost | Approx.<br>Income |
|--------------------------|-----------------|-------------------|
| Admiral Souers, Chairman |                 |                   |
| Mr. Armstrong            |                 |                   |
| Mr. Black                |                 |                   |
| Mr. Wolff                | 13,300          | 3,203 400         |

Dr. McCluer, President of the College, and Mr. Colson, Business Manager, were also present. Present by invitation were Mr. Eugene F. Williams from St. Louis Union Trust Co., and Mr. Oliver J. Wilkins from Mercantile Trust Co.

The purpose of the meeting was to consider recommendations from the trust companies represented by Mr. Williams and Mr. Wilkins for the sale of certain securities held in the Endowment Principal Surplus Fund. It is necessary to have approximately \$450,000 available to cover Science Hall construction costs for the months of June, July, August, and September. A list of the securities which were approved is attached to and made a part of the minutes of this meeting.

The Finance Committee also authorized Mr. Williams of the St. Louis Union Trust Company to sell 500 shares Continental Insurance Company at approximately \$70.00 per share and to purchase 700 shares Emerson Electric Company at approximately \$49.00 per share.

President McCluer presented the proposed budget for the 1965-1966 fiscal year. After careful study, the budget as presented was approved on motion duly seconded and carried, and recommended to the Board of Directors of the College for its adoption at the next regular meeting of the Board of Directors of the College.

The President of the College was authorized to employ the firm of Boyd, Franz & Company to make an audit of the college accounts for the 1964-1965 fiscal year which ends June 15, 1965.

R. C. Colson, Secretary

Sidney W. Souers, Chairman



5/26/65

To raise approximately \$50,000 for principal withdrawal

| <u>Sell</u>  | <u>Recent<br/>Market</u> | <u>Approx.<br/>Cost</u> | <u>Approx.<br/>Income</u> |
|--|--------------------------|-------------------------|---------------------------|
| 100 shs. out of 300 shs.<br>Union Carbide Corporation<br>common stock @ 133<br>(138-1/4--125-1/2) (P.E. 19x) | 13,300                   | 3,203                   | 400                       |
| 224 shs. out of 1,224 shs.<br>Sears Roebuck & Company<br>capital stock @ 71<br>(77--63-3/8) (P.E. 29x)       | 15,704                   | 916                     | 240                       |
| 100 shs. out of 400 shs.<br>Procter & Gamble Company<br>common stock @ 74-1/2<br>(82-3/4--70) (P.E. 23x)     | 7,450                    | 1,105                   | 180                       |
| 300 shs. out of 600 shs.<br>Inland Steel Company<br>common stock @ 42-1/2<br>(48--42-1/2) (P.E. 13x)         | <u>12,750</u>            | <u>4,500</u>            | <u>555</u>                |
|  | 49,204                   | 9,724                   | 1,375                     |

✓

Note: Account also holds \$15,000 USA Treasury Bills due 7-1-65  
(balance of previous sales program)

BONDS

| <u>TO SELL</u>  | <u>Current Market</u> | <u>Est'd. Annual Yield</u> |
|---|-----------------------|----------------------------|
| 10,000 Southern Pacific Co. Equipment Trust Ctf's.<br>4 1/2%, due 5/1/65 @ 100  | \$ 100,000            | \$ 4,500                   |
| 10,000 U. S. A. Treasury Bills due 7/29/65 @ 100                                | 40,000                | 1,600                      |
| 10,000 U. S. A. Treasury Notes, 3 1/2%, due 11/15/65 @ 100                      | 17,000                | 595                        |
| 10,000 U. S. A. Treasury Bonds, 2 1/2%, due 9/15/72-67<br>@ app. 90             | 9,000                 | 250                        |
| 1,000 Combustion Engineering, 3 3/8% Conv. Debentures<br>due 6/15/81 @ app. 138 | 1,380                 | 38                         |
|   | <u>\$ 167,380</u>     | <u>\$ 6,983</u>            |

COMMON STOCKS

L I N D E N W O O D F E M A L E

| <u>TO SELL</u>  |                   |                 |
|---|-------------------|-----------------|
| 100 Shares Corning Glass, common @ app. 210                               | \$ 63,000         | \$ 825          |
| 1,803 Shares (35,803 held) General Bancshares Corp.,<br>common @ app. 10  | 58,030            | 1,718           |
| 1,000 Shares (4,425 held) Pacific Gas & Electric<br>Co., common @ app. 38 | 76,000            | 2,400           |
| 300 Shares (3,315 held) Mercantile Trust Co.,<br>common @ app. 72         | 21,600            | 840             |
|   | <u>\$ 218,630</u> | <u>\$ 5,783</u> |

ODD-LOT STOCKS

| <u>TO SELL</u>                                      |                  |               |
|---|------------------|---------------|
| 100 Shares Sinclair Oil Co., common @ app. 57       | \$ 5,700         | \$ 280        |
| 57 Shares Brown Shoe Co., common @ app. 70          | 3,990            | 126           |
| 35 Shares Pet Milk Company, common @ app. 80        | 2,800            | 58            |
| 21 Shares Commonwealth Edison Co., common @ app. 56 | 1,147            | 38            |
| 5 Shares Cities Service Co., common @ app. 79       | 395              | 14            |
| 14 Shares Edison Brok. Stores, common @ app. 35     | 490              | 15            |
|   | <u>\$ 14,522</u> | <u>\$ 449</u> |

Meeting  
May 26, 1965

\$ 400,532      \$13,215

BONDS

| <u>TO SELL</u>  | <u>Current<br/>Market</u>       | <u>Est'd.<br/>Annual<br/>Yield</u>  |
|---|---------------------------------|-------------------------------------|
| \$100,000 Southern Pacific Co. Equipment Trust Cdfs.<br>4 1/2%, due 8/1/65 @ 100  | \$ 100,000                      | \$ 4,500                            |
| \$40,000 U. S. A. Treasury Bills due 7/29/65 @ 100                                | 40,000                          | 1,600                               |
| \$17,000 U. S. A. Treasury Notes, 3 1/2%, due 11/15/65 @ 100                      | 17,000                          | 595                                 |
| \$10,000 U. S. A. Treasury Bonds, 2 1/2%, due 9/15/72-67<br>@ app. 90             | 9,000                           | 250                                 |
| \$1,000 Combustion Engineering, 3 3/8% Conv. Debentures<br>due 6/15/81 @ app. 138 | Current 1,380<br>Max \$ 167,380 | Est'd.<br>Annual 38<br>Yld \$ 6,983 |

COMMON STOCKS

| <u>TO SELL</u>  |                   |                 |
|---|-------------------|-----------------|
| 300 Shares Continental Insurance Co.,<br>common @ app. 70                 | \$ 35,000         | \$ 1,200        |
| 300 Shares Corning Glass, common @ app. 210                               | \$ 63,000         | \$ 825          |
| 5,803 Shares (35,803 held) General Bancshares Corp.,<br>common @ app. 10  | 58,030            | 1,718           |
| 2,000 Shares (4,425 held) Pacific Gas & Electric<br>Co., common @ app. 38 | 76,000            | 2,400           |
| 300 Shares (3,816 held) Mercantile Trust Co.,<br>common @ app. 72         | 21,600            | 840             |
|   | <u>\$ 218,630</u> | <u>\$ 5,783</u> |

ODD-Lot STOCKS

| <u>TO SELL</u>                                      |                   |                 |
|---|-------------------|-----------------|
| 100 Shares Sinclair Oil Co., common @ app. 57       | \$ 5,700          | \$ 200          |
| 57 Shares Brown Shoe Co., common @ app. 70          | 3,990             | 126             |
| 35 Shares Pet Milk Company, common @ app. 80        | 2,800             | 56              |
| 21 Shares Commonwealth Edison Co., common @ app. 56 | 1,147             | 38              |
| 5 Shares Cities Service Co., common @ app. 79       | 395               | 14              |
| 14 Shares Edison Bros. Stores, common @ app. 35     | 490               | 15              |
|   | <u>\$ 14,522</u>  | <u>\$ 449</u>   |
|   | <u>\$ 400,532</u> | <u>\$13,215</u> |

MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
May 29, 1965

SWITCH PROGRAM

A special meeting of the Board of Directors and Advisory Board of Lindenwood Female College was held in the office of the President of the College the morning of May 29, 1965. The following members were present:

|                        |                   |              |
|------------------------|-------------------|--------------|
| Mr. Rowland            | Dr. Oelder        |              |
| Mr. Armstrong          | Mr. Brown         | Est'd.       |
| Dr. Skinner            | Mrs. Current      | Annual       |
| <u>TO SELL</u> Goodall | <u>Mr. Market</u> | <u>Yield</u> |
| Mr. Stadt              |                   |              |

500 Shares Continental Insurance Co., Mr. Colson.  
common @ app. 70 \$ 35,000 — \$ 1,200

Mr. Goodall acted as Chairman of the meeting and Mr. Colson acted as Secretary of the meeting.

On motion TO PURCHASE strong, duly seconded and carried, the following candidates as listed below were approved for degrees. Those indicated by an asterisk (\*) were approved for degree upon satisfactory completion of requirements.

700 Shares (7 Shares held) Emerson Electric  
Co., common @ app. 49 \$ 34,300 — \$ 700

Bachelor of Arts

- Betty Jo Allen
- Barbara Widman Badgett
- Joyce Irene Bailly
- \*Barbara Baker
- \*Cheryl Ann Barnett
- Julie Marie Bauer
- \*Freida Elizabeth Becker
- Virginia Del Bigler
- Jaclyn Beth Bliese
- \*Elizabeth Jane Burnside
- Lillian Dorey Bushnell
- Kathleen Smith Cushing
- Hancy Jo Douse
- Esuadra Kay DeKlots
- Barbara Dickglasser
- Dorothy Imogene Elrod, cum laude
- Mary Carolyn Ferrell
- \*Paula Louisa Gapp
- Patricia Louise Gardner
- Andrea Doreen Goston
- Glanda Rae Gurreed, cum laude
- Mary Hazel Gilmore
- \*Linda Jane Hale

MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
May 29, 1965

A special meeting of the Board of Directors and Advisory Board of Lindenwood Female College was held in the office of the President of the College the morning of May 29, 1965. The following members were present:

|               |             |
|---------------|-------------|
| Mr. Rowland   | Dr. Crider  |
| Mr. Armstrong | Mr. Brown   |
| Dr. Skinner   | Mrs. Wright |
| Mr. Goodall   | Mr. Black   |
| Mr. Studt     |             |

Also present were Dr. McCluer and Mr. Colson.

Mr. Goodall acted as Chairman of the meeting and Mr. Colson acted as Secretary of the meeting.

On motion by Mr. Armstrong, duly seconded and carried, the following candidates as listed below were approved for degrees. Those indicated by an asterisk (\*) were approved subject to satisfactory completion of requirements.

Bachelor of Arts

Betty Jo Allen  
Barbara Widman Badgett  
Joyce Irene Bailey  
\*Barbara Baker  
\*Cheryl Ann Barnwell  
Julie Marie Bauer  
\*Freida Elizabeth Becker  
Virginia Jul Bigler  
Jaclyn Beth Blume  
\*Elizabeth Jane Burnside  
Lillian Duey Bushnell  
Kathleen Smith Cushing  
Nancy Jo Daume  
Saundra Kamp DeKlotz  
Barbara Dickgiesser  
Dorothy Imogene Elrod, cum laude  
Mary Carolyn Ferrell  
\*Paula Lammers Gamp  
Patricia Lane Gardiner  
Andrea Dresser Gaston  
Glenda Rae Gerred, cum laude  
Mary Hazel Gilmore  
\*Linda Jane Hale

Bachelor of Arts (Continued)

Carolyn Virginia Hatcher  
Carolyn Price Johnston  
Betty Aline Jones  
Joyce Elana Jurgensen  
Vivian Rose Lane  
Irma Carolyn Ledford  
\*Janet Aileen Matthews  
Patricia Ellene Merrill (in absentia)  
\*Madeena Spray Nolan  
Prudence Ann Paine  
Alma Anita Pope  
Barbara Lynn Randolph  
Barbara Ann Rhodes  
Irene Gene Ritter  
\*Cheryl Lee Ranchino Rushing  
Marianne Sawyer  
Patricia Ann Sharpe, Magna cum laude  
Bylle Kae Snyder  
Martha Mae Sparks  
Mary Louise Thomas  
Ana Maria Olga Urrutia  
\*Kay Province Watts

Bachelor of Science

\*Mary Kathryn Akers  
Mary Esther Anderson  
Maxine Basch  
Karen Ann Bergmann  
Frances Susan Biggs  
Barbara Ann Bormann  
Barbara Jeanne Bragg  
Sandra Jean Dufur Burgener  
\*Georgia Diane Byrd  
\*Ella Lorena Cain  
Mary Margaret Chapman  
Sharon Elizabeth Clinton  
\*Linda Marie Collins  
Bettie Trevanian Cook  
Barbara Jean Willis Dowell  
Joan Ellen Edwards  
Sharon Ann Ezell  
Elizabeth Carr Fisher  
Aleta Ruth Fuerst  
\*Joan Elizabeth Grapes  
\*Jean Landers Grigsby  
\*Carolyn Anne Harig  
Nancy Eaton Hendrickson  
Barbara Louise Rubin Hertenstein  
\*Cynthia Ann Barker Jeffrey  
\*Joan Louise Langenbach  
Charlotte Louise Lohrman  
\*Carol Sue Matthews

Bachelor of Science (Continued)

- Donna Mae McCoy
- \*Kaye Jean Montross
- Ruth Buettner Muegge
- Susan Eleanor Niedner
- Lyndia Poarch O'Dell
- Mary Ann Messer Oelklaus
- \*Charlotte Ann Pettegrew
- Patricia Ann Pope
- Melba Rose Richterkessing
- Sandra Sue Shelton
- \*Carol Ann Snider
- \*Mary Elizabeth Stallings
- \*Markay Tolen
- Sandra Jean Young
- Raye Jean Montross Zeigler

St. Charles, Missouri  
June 14, 1965

Bachelor of Music Education

- Margaret Cisne McGinnis
- Gail Ann MacKenzie
- \*Margaret Louise Whitting

Bachelor of Music

- Bonita Ann Zummo

- Mr. Staff
- Mrs. Stockstrom
- Mrs. Johnston
- Mr. Spadall
- Mr. Black
- Mrs. Wright

Also present were Dr. Frank L. McCluer, President of the College, and

Dr. Robert C. Colson, Business Manager of Listerwood College.

The meeting was opened with prayer by Dr. Shinner.

Mrs. Hopkins, Vice President of the Board of Directors, acted as Chairman of the meeting, and Mr. Colson acted as secretary of the meeting.

Chairman

Secretary

On motion duly seconded and carried, the minutes of the meeting of the Board of Directors and of the Advisory Board held on February 15, 1965, and the minutes of the special meeting held on May 29, 1965, as previously distributed, were approved.

In the absence of Adair Jowers, Chairman of the Finance Committee, Mr. Armstrong reported on the meeting of the Finance Committee held on March 8, 1965, and the meeting held on May 26, 1965.

Minutes of Meeting of Board of Directors  
June 14, 1965, Page 2

MINUTES OF MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
June 14, 1965

Pursuant to call and notice duly given each member of the Board of Directors and to the members of the Advisory Board, in accordance with the By-Laws, the annual spring meeting of the Board of Directors and of the Advisory Board of Lindenwood Female College was held at the Chase Hotel, St. Louis, Missouri, at 3:30 p.m. on June 14, 1965.

The following Directors and Members of the Advisory Board, being a quorum, were present:

|               |                 |
|---------------|-----------------|
| Dr. Crider    | Mr. Studt       |
| Mr. Wolff     | Mrs. Stockstrom |
| Mrs. Watkins  | Mrs. Johnston   |
| Mr. Armstrong | Mr. Goodall     |
| Dr. Sweazey   | Mr. Black       |
| Mr. Mellow    | Mrs. Wright     |
| Dr. Skinner   |                 |

Also present were Dr. Franc L. McCluer, President of the College, and Mr. Robert C. Colson, Business Manager of Lindenwood College.

The meeting was opened with prayer by Dr. Skinner.

Mrs. Watkins, Vice President of the Board of Directors, acted as Chairman of the meeting, and Mr. Colson acted as Secretary of the meeting.

On motion made, seconded and carried, the minutes of the meeting of the Board of Directors and of the Advisory Board held on February 15, 1965, and the minutes of the special meeting held on May 29, 1965, as previously distributed, were approved.

In the absence of Admiral Souers, Chairman of the Finance Committee, Mr. Armstrong reported on the meeting of the Finance Committee held on March 4, 1965, and the meeting held on May 26, 1965.



Mr. Armstrong also submitted the proposed 1965-1966 college operating budget which he reported had been reviewed and approved by the Finance Committee at its meeting held on May 26, 1965. Mr. Armstrong moved the adoption of the budget and the report by the Board of Directors. The motion was duly seconded and carried. The budget for the 1965-1966 fiscal year as approved is attached to and is a part of the minutes of this meeting. The Minutes of the Finance Committee meetings held on the dates as stated are also included in the minutes of this meeting of the Board of Directors of Lindenwood Female College.

Mr. Goodall, Chairman of the Buildings and Grounds Committee, reported that the administration of the college had signed contracts for the purchase and installation of two new boilers in the steam generating plant as approved by the Board of Directors at an earlier meeting. Mr. Goodall reported that the committee and the administration of the college met at the Missouri Athletic Club on January 13, 1965, to receive and open bids on the boilers and associated equipment, including all materials, labor, and services necessary for the installation of the boilers. The low bid was submitted by the C. J. Moritz Company in the amount of \$57,400 and calls for two (2) Cleaver-Brooks combination gas-oil steam generators, size CB-300, each boiler to have a capacity of 10,500 pounds of steam per hour, and the contract was signed under date of January 21, 1965. In addition to the contract for the boilers, it is estimated that other costs will amount to approximately \$27,600. The budget for the 1965-1966 fiscal year includes the necessary funds to cover the complete installation.

Mr. Goodall also reported that a contract has been signed with Robert R. Wright, Inc. for the erection of the new dormitory at a cost of \$613,845. This is within the amount authorized by the Board of Directors at its last meeting.

Mr. Goodall then read a letter from Mr. Wischmeyer in which he strongly urged that the specification for all ceramic tile in the new dormitory be set in sand and

cement at an added cost of \$1,960.00 be approved. Motion was made by Mr. Goodall to accept this recommendation and that a change order be issued adding this amount to the general contract. The motion was seconded and carried.

Consideration was given to the recommendation by the administration of the college of making the attic room in the library available as a stack room to take care of immediate needs. On motion by Mr. Goodall, seconded and carried, authorization was given the administration of the college to proceed with the project at an amount not to exceed \$5,000.00.

Mrs. Stockstrom reported that the proposal for redecorating and refurnishing the parlor in Sibley Hall as approved by the Dormitory Committee and the administration of the college has been accepted and that the cost is included in the 1965-66 budget.

Mrs. Stockstrom stated that plans for furnishing the new dormitory lounge, recreation room, office, and head resident's apartment would get underway shortly after July 1.

Dr. Skinner presented the report of the Faculty and Curriculum Committee and moved that the Board approve the following schedule of faculty salaries for the year 1965-1966:

|                     |         |   |          |
|---------------------|---------|---|----------|
| Professor           | \$9,000 | - | \$13,000 |
| Associate Professor | 7,200   | - | 11,000   |
| Assistant Professor | 6,500   | - | 8,500    |
| Instructor          | 5,000   | - | 7,000    |

The motion was seconded and carried.

On motion made, seconded, and carried, President McCluer's recommendation for the appointment of the following members of the staff for the 1965-1966 college year was approved:

Sue C. Brizius (Mrs. J. A.), Director of Admissions  
Dorothy Roudebush (Mrs. George), Assistant to the Dean of Students  
Howard A. Barnett, Professor and Chairman of the English Department  
John A. Bornmann, Associate Professor and Chairman of the Department of Chemistry  
Arsenio Giron, Instructor in the Department of Music  
Augustine Tambornino, Assistant Professor in the Department of Biological Science  
DeLores J. Williams (Mrs. Patrick Riddleberger), Assistant Professor in the Social Science Division  
Jane R. Wilhour, Director of the Nursery School

Mr. Black reporting for the Development Committee stated that the campaign for funds for the Science Teaching Center had produced approximately \$428,000 in cash, securities and pledges. President McCluer called attention to the amount of the Federal Grant which has been approved by the Office of Education (\$283,789.00) and that the application for a grant for the full one-third of the cost of the project has been reactivated.

President McCluer then presented his report to the Board. A copy of the report is attached to these Minutes.

Dr. McCluer read the resolutions as approved by the faculty in appreciation of the service of Miss Gertrude Isidor and Milton F. Rehg, who are retiring at the end of the college year. The resolutions are in Dr. McCluer's report which is attached to these Minutes. Dr. McCluer recommended that Miss Isidor be made Emeritus Professor of Music. A motion approving the recommendation was made, seconded and carried.

The need of the Art Department for additional space in a building to be used for sculpture was discussed. The recommendation was referred to the Buildings and Grounds Committee for its consideration.

On Dr. McCluer's recommendation, a motion was made, seconded and carried, to provide air conditioning in the language laboratories in the Library Building.

No action was taken on the recommendation of tuition grants to children of staff members.

Motion was made by Mr. Goodall to approve the designations as recommended by the President of the College in his report for the following members of the administration of the college:

Robert C. Colson, Vice President and Business Manager  
Glenn G. Thomas, Vice President for Development and Public Relations

The motion was seconded and carried.

Dr. McCluer announced the resignation of Dean Paul W. Pixler as of August 15. The resignation was accepted on motion made, duly seconded and carried. Authorization was given for the person appointed to fill this vacancy to be designated as Vice President and Dean of the College.

On motion made, seconded and carried, unanimous approval was given to the recommendation that the chemistry laboratories in the new science building be named in honor of Mary E. Lear, Emeritus Professor of Chemistry. The administration was given authorization to provide bronze tablets naming various rooms or laboratories in the science building for those who make gifts in the amount listed for memorials.

On motion made, duly seconded and carried, an increase in the charge for tuition, board, room, and Student Activity Fee for the 1966-1967 college year was approved. The basic rate as approved for the 1966-1967 college year for resident students is \$2,435 plus \$50.00 Student Activity Fee, and the tuition for day students increased to \$800.00 plus the \$50.00 Student Activity Fee.

Mr. Armstrong read the following resolution and moved its adoption:

"Inasmuch as Wesley L. Johnson, a member of the Board of Directors of this college, died June 1, 1965,

**BE IT RESOLVED**

That this Board express its loss of a valued friend and Board member who gave freely of his talents and abilities to the Board and College.

That in recognition and appreciation of his valued services this resolution be spread on the permanent records of the Board of the College and a certified copy be sent to the family of Wesley L. Johnson."

The motion was seconded and carried. A copy of the resolution will be sent to Mrs. Johnson and his sons.

On motion made, duly seconded and carried, the administration of the college was authorized to secure a proposal for major medical insurance to be provided as a fringe benefit for members of the college staff to be current for the fall of

1965, and with the approval of the Finance Committee be authorized to provide this insurance coverage.

On motion made, seconded and carried, the signature of the President of the College was ratified for the reports made to the Office of Education of the Department of Health, Education, and Welfare.

On motion made, seconded and carried, the signature of the President of the Board of Directors or any Vice President of the Board was authorized for approving any future contract with the Office of Education in which the college may enter.

President McCluer asked that the statement recommended by the administration of the college concerning Special Students as stated in his supplemental report and recommended to the Board of Directors be approved. On motion made, seconded and carried, the recommendation was approved.

The Sibley Records collected and stored by the College are to be transferred to the Missouri Historical Society as a long term loan on motion made, seconded and carried.

To give effect to the action of the Board of Directors of Lindenwood College at the meeting held on February 15, 1965, authorizing the President of the College to take a vote by mail of the members of the Board on recommendations of the faculty of Lindenwood College for recipients of honorary degrees at the May 29 Commencement Exercises, approval of the Board of Directors was given the recommendations of the faculty of Lindenwood College at a meeting held on April 14, for the conferring of honorary degrees as follows:

- Doctor of Laws - The Honorable Patsy Takemoto Mink
- Doctor of Laws - Robert Hyland

Mr. Armstrong reported that the President of the Board of Directors had designated the Executive Committee to serve as the Nominating Committee.

Mr. Armstrong moved that Mr. John Black be recommended to the Committee on Christian Education of the Synod of Missouri of the United Presbyterian Church, U.S.A. for

membership on the Lindenwood College Board in the 1961-1967 Term of Office Class.  
The motion was seconded and carried.

The following members of the Board of Directors were nominated as officers  
for a term of two years:

- |                     |   |  |
|---------------------|---|--|
| President           | - | Howard I. Young  |
| Vice Presidents     | - | Mrs. Horton Watkins<br>Mr. John Black<br>Mr. Arthur S. Goodall |
| Secretary-Treasurer | - | Mr. William H. Armstrong                                       |

There being no other nominations, these officers were elected on motion made,  
seconded and carried.

Mr. Goodall stated that the Buildings and Grounds Committee had voted to  
recommend that the science building be named the Howard I. Young Hall of Science  
and moved that the Board of Directors approve the name for the building. The  
recommendation was enthusiastically received by the members of the Board. The  
motion was seconded and unanimously passed.

Dr. McCluer announced that he plans to retire as President of Lindenwood College  
at the end of the 1965-1966 college year. It was the decision of the Board of  
Directors that no announcement of his retirement should be made at this time.  
A motion was made that a committee be appointed by the President of the Board of  
Directors to seek, screen, and recommend to the Board of Directors candidates for  
the position. The motion was seconded and carried.

There being no further business the meeting adjourned.

#### TABLE

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In addition to the regular appointments to the staff listed in the

recommendations, we have arranged with six other colleges to bring a number of

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

June 14, 1965

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

COMMENCEMENT

92 seniors were honored at commencement exercises held on May 28-29. The baccalaureate sermon was delivered by The Reverend George Mauze, D.D., pastor of First Presbyterian Church, San Antonio, Texas, Friday evening. After this service a reception was held for seniors and their families in Fellowship Hall and was attended by an unusually large number of our patrons.

The address to the graduates on Saturday morning was delivered by the Honorable Patsy Takemoto Mink, Representative to the United States Congress from the State of Hawaii, and was very happily received.

The honorary degree of Doctor of Laws was conferred on Robert Hyland, Vice President of CBS and General Manager of KMOX, and on Mrs. Mink.

As usual, a number of our graduates have been recipients of fellowships for graduate work, and more than one-third have accepted teaching positions for the coming year.

FACULTY

In addition to the regular appointments to the staff listed in the Recommendations, we have arranged with six other colleges to bring a number of

June 14, 1965

Asian scholars to the United States, each of the colleges to have four of these scholars on campus for one-half of one semester. They will give a two semester course in Asian history and culture. Dr. Homer Clevenger, of our History Department, will work with them and serve as coordinator of the course to be given at Lindenwood College. The scholars who will be coming to us are:

Rishikesh Shaba (Mr.), Nepal  
Phil Musuf Abbas Hashmi (Dr.), Pakistan  
Santosh Chandra Sengupta, India  
Constant C. C. Chang, China

We shall also have for one semester as a guest lecturer and teacher of creative writing the distinguished poet and writer, May Sarton.

During the summer Mr. Hendren and Miss Munch, of the Art Department, will take a group of 25 students to Europe for seven weeks where the students will visit art museums and art centers. They have been prepared for these visits by lectures, the lectures to be continued on the trip. The students will receive credit for the course.

Dr. Agnes Sibley has been selected to give the Lindenwood College Faculty Lecture on November 17. You will receive an invitation to be present for this convocation in the fall. Dr. Sibley has been a member of the English faculty since 1943.

Two members of the faculty retired at the end of the year. They are Miss Gertrude Isidor, and Milton F. Rehg. Resolutions in appreciation of the service of these members of the staff have been unanimously approved by the faculty, and follow:

"The retirement this spring of Gertrude Isidor, Professor of Music, concludes forty years as a member of the faculty of Lindenwood College.



"Miss Isidor is the recipient of the Artist Diploma, the highest award given in performance, and also the Post Graduate Diploma with Distinction from the Cincinnati Conservatory of Music. She studied with Tirindelli, Albert Stoessel, Robert Pertuz, George Leighton, and Edgar Stillman-Kelley. She also attended the American Conservatory in Fontainebleau.

"Prior to coming to Lindenwood, Miss Isidor taught at Florida State College at Tallahassee. She joined the Lindenwood faculty in September, 1925. She has made notable contributions to the musical life of the college by many recitals and lectures to the student body. She has taught violin, viola, and theory to several generations of students, many of whom have made enviable reputations in music.

"A fine musician, a sincere and devoted teacher, and a true friend, her work will remain an inspiration to all of us."

"The retirement of Mr. Milton F. Rehg, Associate Professor of Music, comes after nineteen years of service to Lindenwood College.

"A native of Eureka, Illinois, Mr. Rehg received his Bachelor of Music degree from Eureka College of that city. He received the degrees of Bachelor of Arts and of Master of Music from Columbia University, New York City, where he coached with Frank LaForge. During his senior year there, he was director of the University Glee Club and received the gold crown award, the highest honor extended to any student for ability and service. He did further graduate study at the University of Munich, Germany, in 1939. He is a member of Phi Mu Alpha, honorary music fraternity.

"Before coming to Lindenwood in 1946, Mr. Rehg taught for six years at Sterling College in Sterling, Kansas, and for thirteen years at Muskingum College, New Concord, Ohio. In both institutions, he served as Chairman of the Music Department. Since these two colleges, as well as Lindenwood, are related to the Presbyterian Church, Mr. Rehg has served for a total of thirty-eight years as a teacher of music in Presbyterian colleges.

"In addition to his teaching of vocal and instrumental music, as well as of music theory, Mr. Rehg has distinguished himself as a choral director of both sacred and secular music. For sixteen years he directed the Lindenwood College Choir--in regular Sunday evening vesper services, on annual tours, and in other public appearances. He also directed the St. Charles Men's Chorus which often combined with the college choir to give concerts of music for mixed voices.

"Among the churches whose choirs he has directed are the Broadway Temple in New York City and the Union Avenue Christian Church in St. Louis. Since 1958 he has been director of the choir of the St. Charles Presbyterian Church.

"For his patience, his understanding and his kindness, as well as for his superior musicianship, his students and his colleagues are deeply grateful to Mr. Rehg. They will miss him and they wish him well in the years that lie ahead."

#### RELATIONS WITH THE CHURCH

During the year we were visited by Synod's Committee on United Presbyterian Colleges in Missouri who spent part of two days on our campus in pursuit of their plan to visit one of the colleges each year. They had an opportunity to visit with members of the staff, as well as to see the facilities of the college. We also gave them an opportunity at meals in the dining room to visit with students. They were enthusiastic about what they found.

Our support from Synod this year amounted to \$10,029.

Dr. Collins, of Missouri Valley College, and the President of Lindenwood met with Synod's General Mission Budget Committee in regard to the colleges. The basic budget for the five Presbyterian colleges has been increased for next year by \$4,000.00.

We have received a letter from Robert B. Langworthy, Chairman of Synod's Commission on Religion and Race. The committee has passed the following resolution:

"Recognizing the need for wider representation on the governing Boards of Synod Institutions, this Commission requests each institution to provide for Negro representation on their governing Board. It is the considered opinion of this Commission that unless this is done it cannot concur in any recommendation to Synod that those selected for these positions be approved."

I have written Mr. Langworthy of our readiness to meet with the committee to receive suggestions, but I have indicated to him that the primary consideration for membership on the Board is the service one can give the college.

The support from our Board of Christian Education, of the General Assembly, this coming year will be practically identical with that which has been received this year. We have received notice from the Board that we will receive \$27,835.00.

Our Board of Christian Education, through the recommendation of the Secretary of the Division of Higher Education, and which has been approved by the Presbyterian College Union, is proposing to change the basis for appropriations to the colleges so that a larger percentage of the funds available for distribution will go to the stronger colleges. Representatives of the Board are working with representatives of the Presbyterian College Union to determine relative excellence in our colleges.

The detailed report of certain information sent out by the Board of Christian Education reveals the fact that 36 of our 45 colleges operated in the black in 1963-64. Lindenwood ranked 26th in terms of the amount of surplus. On educational and general expenses per student for that year Lindenwood ranked first; on the percentage of educational and general expenses of the total we ranked 25th; on instruction, 18th; for faculty, 19th, for maintenance, 11th; and for library, 41st. On the percentage of educational and general income derived from fees, we ranked 42nd; on the percentage derived from endowment, 4th; on the percentage received from gifts we ranked 42nd; on income from student fees we ranked 9th; and expenditures for faculty salaries per student we ranked 2nd. On average salaries paid to professors, we ranked 16th; minimum, 14th; and maximum, 10th.

FINANCIAL PROMOTION

Effort has been made by the Development Office to place the needs and opportunities of the college before various constituencies. Chief emphasis has been placed on the need for capital funds for a science hall, and we are grateful for the leadership of Ray Rowland and John Black, chairmen of Board committees. This effort has resulted in pledges and gifts totaling approximately \$406,048.00.

The appeal to citizens of St. Charles for gifts to operating funds has been led by Charles Boswell, of Union Electric Company, who has a daughter in the student body. Although they have not closed their books, they have secured approximately \$12,000.00.

We have recently received word from Senator Stuart Symington and Senator Edward V. Long that the Office of Education has approved a grant of \$283,789.00. This is in excess of the amount that was earlier announced in the newspapers.

We shall be eligible for a further grant in the next fiscal year and hope that the total grant will amount to \$541,955.00.

Gifts that came through Missouri College Joint Fund Committee, Inc. solicitation amounted this year to \$21,348.00.

The grants previously reported for the library from the Kellogg Foundation and for the psychology laboratory from the National Science Foundation ~~has~~ <sup>have</sup> been expended.

Recently Mr. Doenges with the valued help of Mr. Wesley L. Johnson, established a Wills and Bequests Council for Lindenwood College. Those who

have accepted membership on this council who are not members of our Board are:

Lon Stark (Chairman), Vice President, Security Trust Co.

Thomas L. Croft, Partner - Coburn, Croft and Kohn

John Bartlett, Resident partner - Peat, Marwick, Mitchell & Co.

William R. Cady, Jr., Reinholdt & Gardner

Charles E. Fritsche, Director, Pension Trust Department of General American Life Insurance Co.

This council is holding its first meeting at lunch on June 11.

Solicitation of the members of the Fathers' Club for the student recreation center to be erected on the campus has brought in pledges of \$40,000.00. Approximately \$12,000.00 of which has been received in cash.

#### BUDGET

Copy of the proposed budget is attached. It is being recommended by the Finance Committee of the Board of Directors for approval.

The total expected income of the college which, we believe, is estimated conservatively is \$2,182,335, with expenditures included in the operating Budget of \$2,111,993, leaving us \$70,442 in the black. The budget also contains a \$25,000 contingency item and provision for repayment of endowment principal funds invested in the science building with interest at 4½%, semi-annual payments to be continued over a fifteen year period. The amount budgeted for this purpose for the coming year is \$63,000.

Attention may be directed to two items that seem to be out of line with the previous budget. One is for the increase in department supplies and expenses for the Modern Language Department. This figure is included in the budget to provide for the equipment for the self-instruction laboratory. We hope we shall have another grant from the Office of Education to subsidize

this experiment.

The second item is the substantial increase in the expense of the Development Office. This is due to a reorganization of the administrative staff of the college with the total salary of an additional administrative officer.

#### STATE SCHOLARSHIPS

It will be recalled that last year we supported the effort placed before the Legislature for a State Scholarship Bill comparable to that in seventeen states providing students with excellent records and great financial need with cash payments to be used for tuition and fees in a college or university within the state. Provisions of the bill have been placed before you in our earlier reports.

It was not passed last year, but has now passed the House of Representatives and has been sent to the Senate for further consideration. It seems likely that it will be passed but may not be implemented with appropriations for another year.

The bill would provide a maximum grant of \$600.00 for a qualified student.

#### PROGRESS ON BUILDINGS

Satisfactory progress is being made on the science building and the dormitory. Mr. Wright has indicated that we may expect to have the science building finished by December and the dormitory will be ready for occupancy in September.

#### DANFORTH STUDY OF CHURCH COLLEGES

Attached to this report is a copy of A Preliminary Report of the Danforth Commission on Church Colleges and Universities.

Work is to be begun on the enlargement of the dining room on June 7.

#### THE FACULTY STUDY OF CURRICULUM

At a meeting of the faculty on March 17, the faculty voted to be released from its commitment to the 3-3 Plan and Calendar and reconsider the whole curriculum.

Members of the faculty have been working since the recommendation was made to the Board last fall in rewriting the curriculum for the 3-3 term which involved a change in the calendar and, therefore, a change in the organization of courses. Reports from the Divisions of Social Sciences and Professional Education had been approved by the faculty. When the report of the Division of Humanities came in, it was the subject of vigorous debate. The faculty then took action to be relieved of the obligation to go into the 3-3 Plan and asked to study the curriculum. This action was taken by a narrow margin.

Since this action was taken, we have been meeting as a Committee of the Whole for several weeks and we engaged in general discussion of the problems. No definite action has been taken, nor can such action be taken now until fall. The previous action, however, involved no change in the set-up for 1965-66, and we are hoping that early action in the fall will enable us to make an appropriate recommendation to the Board and appropriate announcement to our constituents.

#### DANFORTH STUDY OF CHURCH COLLEGES

Attached to this report is a copy of A Preliminary Report of the Danforth Commission on Church Colleges and Universities.

This study was prepared from a rather detailed study of some fifty church-related institutions. Dr. Conover and Dr. Thomas, of our Department of Philosophy and Religion, helped in the preparation of a test in religious knowledge. Lindenwood was not one of the institutions examined in detail, but we have found the report worthy of study.

The over-all estimate of Dr. Pattillo and Dr. Mackenzie, who directed the study, includes the following general statement:

"To summarize in general terms, the principal assets of church institutions are probably the following: freedom to experiment and to serve special purposes, close student-faculty relationships, a good record of preparation for graduate and professional study, concern for the progress of individual students, and espousal of humane values. Areas in which, generally speaking, these institutions are not sufficiently strong include: scholarly attainment of faculty, financial support, selection of students in relation to educational purpose, curricular design, implementation of religious aims, and self-evaluation."

Three of the most important problems which they revealed are involved in the establishment of a curriculum, the administrative organization, and the maintenance of freedom in an institution that has a definite religious commitment.

The purpose of the liberal arts college is to equip the minds of youth to deal with problems of thought in many areas. A liberal education should enable one to know how to discover, to enjoy, and to apply truth. This type of education is not a pragmatic adjustment to the immediate situation nor the acquisition of a particular skill. Its curriculum, however, need not conform to the classical pattern of the last century. The recent accelerated increase in knowledge has led to re-examination of curricular requirements across the nation and, in some instances, to a proliferation of courses.

The Danforth study indicated that what is regarded as a common requirement for all students in some colleges may differ considerably from that found in others.



The basic requirements should be written, however, in terms of the specific purposes.

Our faculty has been studying the general education requirements for all students without regard to majors. While there is not yet a consensus, the discussions in which we have been engaged have been valuable, and we are hopeful that the faculty will come to some conclusions on which there will be an over-whelming majority support.

The problems of administration with which the Danforth Commission deals grow out of the problems of the complexity of the varied tasks of the president in the small college. The burdens involved in attention to a great variety of matters, including fund raising, seem in many instances to have overloaded this officer. As you will note, two suggestions for experiments are suggested in the report, one of which includes the addition of an officer other than the Dean who will have responsibility for curricular matters, and the other includes the use of an administrative committee.

At Lindenwood we have been having regular meetings of the administrative officers, and we are now recommending some increased duties for two that I think will help us to solve the administrative problem in our own college.

The third problem that they deal with is, it seems to me, a very real one, and it is one that we have to face time and time again. That is the possible conflict between commitment to religious faith and freedom of inquiry for faculty and students. The college must be free. No avowed or subtle restraints of the free exercise of the human mind can be tolerated in a first rate educational institution. A church college must not be afraid of the microscope or any possibility of a new truth; nor must it be shackled by any consideration of political expediency. It must be hospitable to all truth, proud of its religious faith, fiercely free. It need not be staffed, and perhaps should not

be staffed, with persons all of one mind with reference to the theological bases of their faith. Nor must it assume that one's understanding of his faith is a stationary thing and is never subject to change. If, however, in the development of one's own thinking, he assumes the position of one who is hostile to the commitment of the institution, his own integrity should lead him to resign from the staff.

I have expressed these ideas to our faculty and am preparing a new statement of the purposes of the college in accordance with our charter to be included in the catalog.

#### NEEDS OF THE COLLEGE

As the college expands to 800 students, various departments of the college are pressing their needs for additional space.

The most pressing needs, it seems to me, are those of the Art Department and the library. Enrollment in the Art Department has grown from 147 in 1960-61 to 233 in 1964-65. During that period a course in sculpture was added. We have been using the small frame house in back of Sibley Hall for sculpture. It is entirely inadequate for this purpose.

The department would like to have a concrete block building about sixty feet square to provide adequate space for the future for this work. It is a type of work that should not be put in the art building or in a classroom even if such space were available.

The stacks in the library are practically filled, so that as we purchase new books if we make them available for students, we shall soon have to take other volumes out. We have an attic room in the library building which is being used for the storage of unclassified materials that might be made available for

additional stacks. Should this room be lighted, ventilated, and made usable, we could take care of needs of expansion in the immediate future. Later to add to the stack space we shall have to have an addition to the building.

The language laboratories should be air-conditioned both for the protection of tapes that are kept there, and for the comfort of students who are working in individual booths. In warm weather we have a great many complaints from the students because of their discomfort.

Dr. Goldenberg, chairman of the drive among the members of the Fathers' Club for funds for a recreation center, has talked with the President of the Board, the President of the College, and with officers of the Fathers' Club in the hope that some arrangement can be made to begin work on this center this fall.

The Physical Education Department is particularly crowded for indoor facilities. This situation may be relieved somewhat by the recreation center if it should include a bowling alley and some game rooms. The swimming pool in Butler gymnasium is very small. With the increased enrollment, some day we must have another pool.

The problem of fringe benefits, especially for faculty, needs to be carefully considered. Many colleges are giving scholarship grants to the sons and daughters of the staff for use at other colleges, and there is a growing number giving a health insurance program on a group basis. The fringe benefits we are giving include the retirement program, and Social Security, which is compulsory. The New York Life Insurance Company has proposed a plan of group insurance benefits in the nature of what they call "The Major Medical Plan" for colleges in the Missouri College Joint Fund Committee, Inc., the group rate

being reduced somewhat by the number of colleges participating. There are now three colleges participating in this program. It would pay the cost of any illness beyond the amount paid by Blue Cross - Blue Shield, with a deductible item of \$300.00, up to a maximum of \$10,000.00. The total cost of the program on the basis of our payroll as of December, 1964, would be \$4,800.00 for the year.

#### RECOMMENDATIONS

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

Sue C. Brizius (Mrs. J. A.) as Director of Admissions at an annual salary of \$9,000.00.

Dorothy Roudebush (Mrs. George) as an Assistant to the Dean of Students for the school year 1965-66 at an annual salary of \$5,000.00.

Howard A. Barnett as Professor and Chairman of the English Department at an annual salary of \$12,000.00. Dr. Barnett will replace Dr. Elizabeth Dawson, who is past 65 years of age and would like to teach part-time only.

John A. Bornmann as Associate Professor and Chairman of the Department of Chemistry at an annual salary of \$10,000.00. Dr. Bornmann will replace Dr. Keizer who resigned last year and was not replaced this year.

Arsenio Giron as Instructor in the Department of Music at an annual salary of \$6,400.00. He will teach some of the courses which Miss Isidor has been teaching.

Augustine Tambornino as Assistant Professor in the Department of Biological Science at an annual salary of \$7,200.00. He will replace Mr. Mandell, who is resigning.

DeLores J. Williams (Mrs. Patrick Riddleberger) as Assistant Professor in the Social Science Division at an annual salary of \$7,500.00. She will replace Mr. Kitterer, who is resigning.

*omit*

Robert C. Nelson as Assistant Professor in the Department Of Mathematics to replace Mr. Helsabeck, who is resigning, at an annual salary of \$8,000.00.

Jane R. Wilhour as Director of the Nursery School at an annual salary of \$6,200.00, to replace Mrs. Levinsky, who is resigning

2 It is recommended that the Administration be authorized to provide air-conditioning in the language laboratories, the expenditure to be charged to the miscellaneous item in the budget.

3 It is recommended that we be authorized to investigate the cost of erecting a concrete block building to provide additional space for the Art Department, such a building to be provided if the cost is not in excess of \$25,000.00.

4 It is recommended that tuition grants be provided for sons of members of the staff, these grants to be paid directly to the institution in which the student enrolls as a scholarship grant from Lindenwood. (There are three members of the staff with sons in college next fall.) The grants are not to exceed the tuition of the institution in which the student is enrolled, or the amount of \$600.00.

5 It is recommended that Mr. Robert C. Colson be designated as Vice-President and Business Manager of the college for the fall of 1965.

6 It is recommended that Mr. Glenn G. Thomas be designated as Vice-President in Charge of Development and Public Relations of the college

7 It is recommended that the resignation of Dean Paul W. Pixler be accepted as of August 15. (This information is to be confidential until released by the newspapers.) *Vp + Dean*

Respectfully submitted,

*F. L. McCluer*  
F. L. McCluer  
President of the College

June 14, 1965

✓ It is recommended that the chemistry laboratory in the new science building be named in honor of Mary E. Lear, Emeritus Professor of Chemistry, who was a member of the Lindenwood faculty from 1916 to the time of her retirement in 1960.

✓ It is recommended that the administration be authorized to provide bronze tablets naming various rooms or laboratories in the building for those who make gifts in the amount listed in our literature appropriate for memorials.

It is recommended that the over-all rate for 1966-67 be increased to \$2,485.00. This would provide tuition charge of \$1,400.00 (\$100.00 increase), board of \$635.00 (\$35.00 increase), basic room charge of \$400.00 (\$100.00 increase), and student activity fee of \$50.00 (\$15.00 increase).

It is recommended that the rate for day students be increased from \$735.00 to \$850.00.

It is recommended that a resolution of appreciation of the service of Wesley L. Johnson be spread on the permanent records of the Board of the College, and that a copy be sent to Mrs. Johnson and to his sons. Mr. Johnson has been a devoted director who has contributed greatly to the strength of the college.

It is recommended that the administration be authorized to secure a proposal for major medical insurance to be current for the fall of 1965, and with the approval of the Finance Committee be authorized to provide this fringe benefit for members of the college staff.

It is recommended that the administration be authorized to investigate the cost of making the attic room in the library available as a stack room and to proceed if the cost is approved by the Chairman of the Finance Committee.

Respectfully submitted,

*F L McCluer*  
F. L. McCluer  
President of the College

Additional Recommendations - 1 - June 14, 1965

ADDITIONAL RECOMMENDATIONS  
to the  
BOARD OF DIRECTORS  
of  
LINDENWOOD COLLEGE

June 14, 1965

It is recommended that Miss Gertrude Isidor be made Emeritus Professor of Music. Miss Isidor retired at the end of this college year.

It is recommended that the Board ratify the signature of the President of the College on the report made to the Office of Education. The Board had previously authorized the signature of the President of the Board of the contracting college together with that of the Director of the Language Laboratory. It would be well to authorize more than one officer of the Board and Administration to sign these reports.

It is recommended that the statement concerning Special students of the college and recommended by the administration of the college be approved:

A Special Student is a non-resident student (i.e., does not reside in a Lindenwood College dormitory) and is enrolled under the following conditions except as otherwise noted:

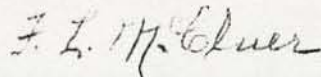
1. Is enrolled for less than 12 credit hours a semester (1965-66).
2. The tuition for Special Students is \$40.00 a credit hour and the charge for auditing is \$20.00 a credit hour.
3. A male student, except a drama scholarship student, is classified as a Special Student regardless of the number of credit hours for which he is enrolled.
4. A Special Student (woman only) may become a regularly enrolled full-time student when admission is granted
5. A Special Student (male), who will meet the requirements for graduation, may receive a degree by applying for admission as a full-time student no later than the beginning of the semester preceding the semester (or the two terms which precede the term) in which he expects to be graduated.

June 14, 1965

6. Regularly enrolled full-time students will have precedence over Special Students in courses and sections of classes with limited enrollment.

The college has in its vault in the library building a considerable collection of letters and records of Major Sibley, as well as other historical data and records, that are of great interest to the people studying the early history of Missouri. We have allowed people to come into the vault to refer to them. They are, however, unclassified and they are not available for many who would be interested in them. I suggest a long term loan of this historical data to the Missouri Historical Society until we have a satisfactory place in which to hold them.

Respectfully submitted,



F. L. McCluer  
President of the College

Program Possibilities

- Non-Western Studies. (Each college might relate to a special area.)
- Co-operative overseas study programs. (Japan, Lebanon, Central America) - (Yugoslav semester)
- Use of biological field stations (Wilderness station in Northern Minnesota or Marine station in the South or Studies in Central America.)
- Physical science research (Argonne Laboratories)
- Co-operative studies and experiments in guidance and student personnel work - profiles - deviations.
- Library seminar in Humanities (Newberry Library of Chicago)
- Vital Teacher Education (Urban semester)
- Work with a foreign or Negro College.
- Student Conferences on problems of national concern.
- Language program in critical languages.
- International understanding (United Nations Seminar or Washington Seminar)
- Co-operative studies in moral and spiritual development or other evidences of success in being a Christian College.



June 14, 1965

MEMO TO: MEMBERS OF THE BOARD OF DIRECTORS

FROM: F. L. McCluer

MISSISSIPPI VALLEY COLLEGE ASSOCIATION

Purposes

Create a community of colleges for co-operative endeavor, mutual stimulation and exchange of ideas and greater educational effectiveness - serve as a clearing house for exchange of information.

Conduct programs and projects which would not be feasible as individual colleges.

Achieve greater operating efficiency - make studies of educational and administrative problems.

Develop additional sources of revenue.

Program Possibilities

Non-Western Studies. (Each college might relate to a special area.)

Co-operative overseas study programs. (Japan, Lebanon, Central America)- (Yugoslav semester)

Use of biological field stations (Wilderness station in Northern Minnesota or Marine station in the South or Studies in Central America.)

Physical science research (Argonne laboratories)

Co-operative studies and experiments in guidance and student personnel work - profiles - deviations.

Library seminar in Humanities (Newberry Library of Chicago)

Vital Teacher Education (Urban semester)

Work with a foreign or Negro College.

Student Conferences on problems of national concern.

Language program in critical languages.

International understanding (United Nations Seminar or Washington Seminar)

Co-operative studies in moral and spiritual development or other evidences of success in being a Christian College.

Sociological or economics studies or research - the aging or population explosion or the rural church - Washington internship program for economists.

Conferences of faculty or staff of the various disciplines or areas of work.

Literary Anthology.

Visiting distinguished professors or artists.

Inter-library or film service - traveling art exhibits.

General institutional research or joint studies of common problems or joint planning - future role of the liberal arts college.

Problems

Effective communications.

Geographic spread - distances.

Participation and commitment by teaching faculties in over-all and specific planning - not just presidents.

Justification of costs of the association (adm.)

CERTIFIED COPY OF RESOLUTION

The undersigned, William H. Armstrong, states that he is the duly elected and acting Secretary of Lindenwood Female College; that set forth below is a correct copy of a resolution in honor of Wesley L. Johnson, unanimously adopted by the Board at the annual spring Board meeting on June 14, 1965.

"Inasmuch as Wesley L. Johnson, a member of the Board of Directors of this College, died June 1, 1965,

**BE IT RESOLVED**

That this Board express its loss of a valued friend and Board member who gave freely of his talents and abilities to the Board and College.

That in recognition and appreciation of his valued services this resolution be spread on the permanent records of the Board of the College and a certified copy be sent to the family of Wesley L. Johnson."

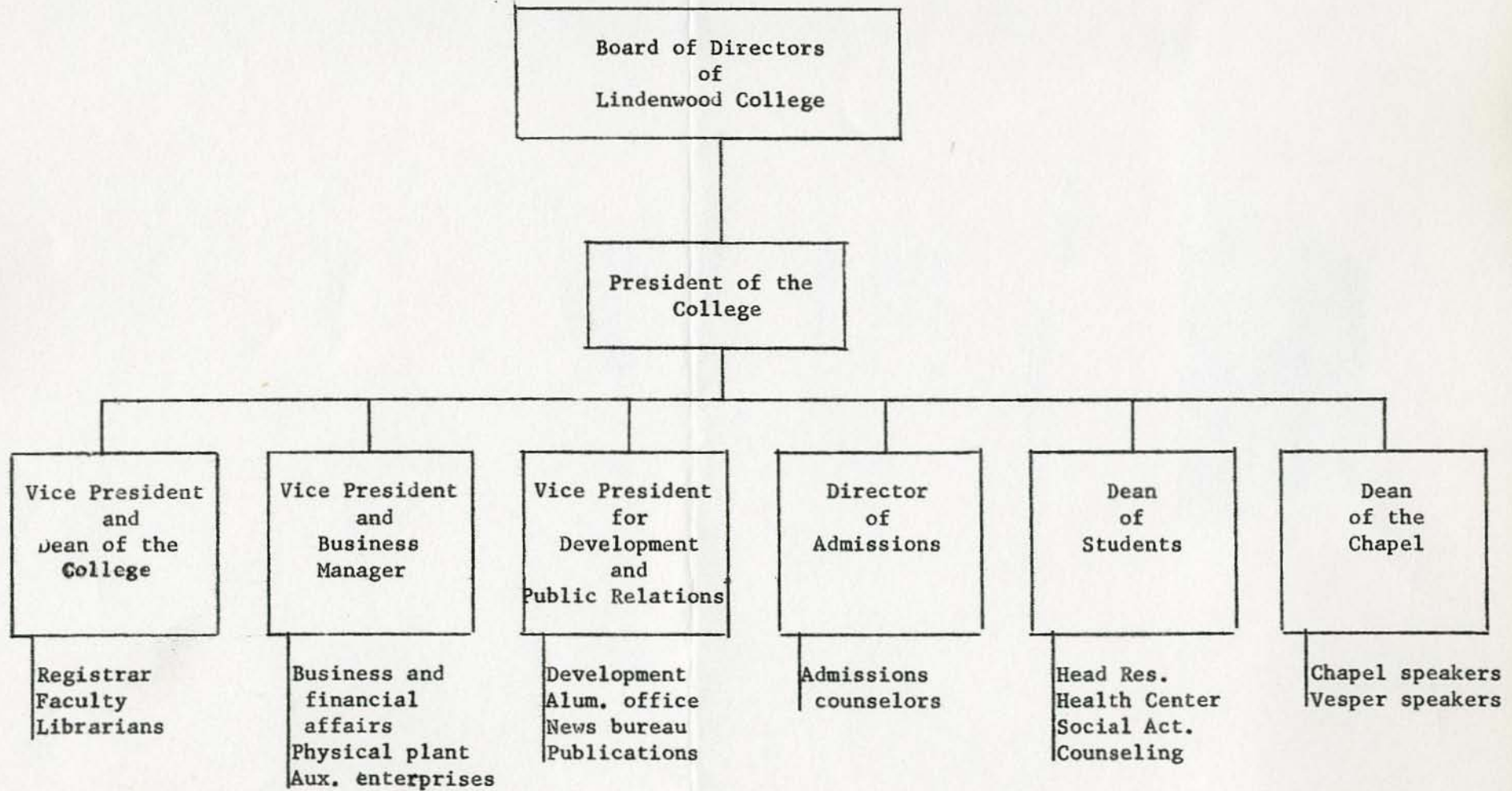
Executed this \_\_\_\_\_ day of June, 1965.

---

William H. Armstrong, Secretary

(SEAL)

ORGANIZATION CHART OF LINDENWOOD COLLEGE



STUDENT FEES

Student Fees

Tuition

Resident Students

Day Students

Special Students

Total Tuition

L I N D E N W O O D C O L L E G E

Incidentals

Total Student Fees

S A I N T C H A R L E S , M I S S O U R I

Endowment Income

General Endowment Fund

Engel Faculty Fund

Ford Accomplishment Fund

M. L. Butler - Valeria Cecilia Deane Fund

Goodall Scholarship Fund

Theresa E. and Lucia J. Cobbe Trust

Total Endowment Income

P R O P O S E D B U D G E T

Gifts and Grants

Board of Christian Education

Churches and Synod

Individually

Corporations

Alumni

Publications

St. Charles Support Fund

Salings Foundation (For Library Books)

Total Gifts and Grants

Reserve Fund - Miscellaneous and General

TOTAL BUDGETED AMOUNT

1425,000

70,000

1,000

285,000

- \* - \* - \* - \* -

5,000

20,000

1,000

4,000

1495,000

277,000

177,000

15,000

1,721,000

1910,000

70,000

5,000

1,985,000

15,000

21,070,000

177,000

14,000

20,000

1,000

5,000

126,200

27,000

10,000

87,000

15,000

1,447,000

INCOMEBUDGET 1964-1965PROPOSED BUDGET 1965-1966EDUCATIONAL AND GENERALStudent FeesTuition

|                      |                   |
|----------------------|-------------------|
| Resident Students    | \$696,800         |
| Day Students         | 70,000            |
| Special Students     | 6,000             |
| <u>Total Tuition</u> | <u>          </u> |

|              |
|--------------|
| \$910,000    |
| 70,000       |
| <u>6,000</u> |

\$772,800

\$986,000

Incidentals9,00016,000Total Student Fees

\$781,800

\$1,002,000

Endowment Income

|   |              |
|---|--------------|
| General Endowment Fund                    | 264,000      |
| Ford Faculty Fund )                       |              |
| Ford Accomplishment Fund )                | 13,900       |
| M. L. Butler - Nellie Eastlick Pease Fund | 33,300       |
| Goodall Scholarship Fund                  | 1,900        |
| Thomas H. and Lucie J. Cobbs Trust        | <u>4,500</u> |

|              |
|--------------|
| 277,000      |
| 14,600       |
| 35,000       |
| 2,000        |
| <u>5,600</u> |

Total Endowment Income

317,600

334,200

Gifts and Grants

|  |              |
|--|--------------|
| Board of Christian Education           | 28,765       |
| Churches and Synod )                   |              |
| Individuals )                          |              |
| Corporations )                         |              |
| Alumnae )                              | 60,000       |
| Foundations )                          |              |
| St. Charles Support Fund )             |              |
| Kellogg Foundation (For Library Books) | <u>2,500</u> |

|           |
|-----------|
| 27,835    |
| 60,000    |
| <u>--</u> |

Total Gifts and Grants

91,265

87,835

Miscellaneous Income - Educational and General10,00015,000TOTAL EDUCATIONAL AND GENERAL\$1,200,665\$1,439,035

INCOME

BUDGET 1964-1965

PROPOSED BUDGET 1965-1966

AUXILIARY ENTERPRISES

|                                    |           |                  |                  |
|------------------------------------|-----------|------------------|------------------|
| Residence Halls                    |           | \$183,800        | \$246,000        |
| Dining Hall                        |           | 323,600          | 422,000          |
| Bookstore (Gross)                  | \$ 200    | 58,000           | 65,000           |
| Tea Room (Commission Only)         |           | 2,000            | 2,300            |
| Miscellaneous Income               |           | 6,000            | 6,000            |
|                                    | \$ 27,000 |                  | \$ 28,700        |
|                                    | 1,000     |                  | 1,000            |
| <u>TOTAL AUXILIARY ENTERPRISES</u> |           | <u>\$573,400</u> | <u>\$741,300</u> |

STUDENT AID

|                           |        |                    |                    |
|---------------------------|--------|--------------------|--------------------|
| Income for Scholarships   |        | 2,000 *            | 2,000 *            |
| Salaries                  | 32,300 |                    | 33,775             |
| Office Supplies & Expense | 1,000  |                    | 1,000              |
| Equipment & Maintenance   |        |                    | 1,125              |
| Staff Benefits            | 1,500  |                    | 1,337              |
|                           | 35,800 |                    | 43,642             |
| <u>TOTAL INCOME</u>       |        | <u>\$1,776,065</u> | <u>\$2,182,335</u> |

\* In addition to the amount shown here, income from endowed scholarship funds will be allocated at the close of the fiscal year.

|                           |         |  |         |
|---------------------------|---------|--|---------|
| Salaries                  | 30,560  |  | 29,950  |
| Office Supplies & Expense | 6,125   |  | 6,125   |
| Equipment & Maintenance   | 1,000   |  | 1,150   |
| Staff Benefits            | 1,000   |  | 1,250   |
|                           | 38,685  |  | 42,475  |
|                           | 20,000  |  | 20,750  |
|                           | 000     |  | 000     |
|                           | 1,000   |  | 00      |
|                           | 1,000   |  | 1,250   |
|                           | 23,005  |  | 22,000  |
|                           | 139,535 |  | 137,530 |

EXPENDITURESBUDGET 1964-1965PROPOSED BUDGET 1965-1966EDUCATIONAL AND GENERALGeneral Administration

Board of Directors Expense

\$ 200

\$ 200

President's Office

Salaries

\$ 27,900

\$ 28,700

Office Supplies &amp; Expense

1,000

1,000

Equipment &amp; Furnishings

-

350

Staff Benefits

1,7601,875Total President's Office

30,660

31,925

Business Office

Salaries

32,300

39,775

Office Supplies &amp; Expense

1,600

1,850

Equipment &amp; Furnishings

-

1,125

Staff Benefits

1,8802,297Total Business Office

35,780

45,047

Admissions Office

Salaries

30,880

19,980

Office Supplies &amp; Expense

6,125

6,125

Equipment &amp; Furnishings

1,860

-

Staff Benefits

1,0051,269Total Admissions Office

39,870

27,374

Dean's Office

Salaries

20,000

20,750

Office Supplies &amp; Expense

800

900

Equipment &amp; Furnishings

1,035

60

Staff Benefits

1,1901,280Total Dean's Office23,02522,990Total General Administration

\$129,535

\$127,536



EXPENDITURESBUDGET 1964-1965PROPOSED BUDGET 1965-1966EDUCATIONAL AND GENERAL (Continued)General ExpenseStudent ServicesRegistrar's Office

|                                 |               |  |
|---------------------------------|---------------|--|
| Salaries                        | \$ 9,100      |  |
| Office Supplies & Expense       | 800           |  |
| Equipment & Furnishings         | -             |  |
| Staff Benefits                  | 660           |  |
| <u>Total Registrar's Office</u> | <u>10,560</u> |  |

|               |
|---------------|
| \$ 9,800      |
| 600           |
| -             |
| <u>740</u>    |
| <u>11,140</u> |

Dean of Students' Office

|                                       |               |  |
|---------------------------------------|---------------|--|
| Salaries                              | 16,100        |  |
| Office Supplies & Expense             | 1,925         |  |
| Equipment & Furnishings               | 250           |  |
| Staff Benefits                        | 1,045         |  |
| <u>Total Dean of Students' Office</u> | <u>19,320</u> |  |

|               |
|---------------|
| 22,350        |
| 3,000         |
| 610           |
| <u>1,548</u>  |
| <u>27,508</u> |

Health Center

|   |               |  |
|---|---------------|--|
| Salaries - Nurses                       | 12,200        |  |
| Wages - Housekeepers                    | 2,930         |  |
| Supplies & Expense (Includes Physician) | 4,500         |  |
| Equipment                               | 240           |  |
| Staff Benefits                          | 580           |  |
| <u>Total Health Center</u>              | <u>20,450</u> |  |

|               |
|---------------|
| 12,400        |
| 3,150         |
| 4,900         |
| 1,165         |
| <u>529</u>    |
| <u>22,144</u> |

Total Student Services

\$ 50,330

\$ 60,792

General InstitutionalAlumnae Office

|                             |               |  |
|-----------------------------|---------------|--|
| Salaries                    | 7,640         |  |
| Office Supplies & Expense   | 16,000        |  |
| Equipment & Furnishings     | -             |  |
| Staff Benefits              | 270           |  |
| <u>Total Alumnae Office</u> | <u>23,910</u> |  |

|               |
|---------------|
| 7,940         |
| 16,000        |
| -             |
| <u>708</u>    |
| <u>24,648</u> |

EXPENDITURESBUDGET 1964-1965PROPOSED BUDGET 1965-1966EDUCATIONAL AND GENERAL (Continued)General Institutional (Continued)Development & Public Relations Office

|  |               |
|--|---------------|
| Salaries   | \$ 13,000     |
| Supplies & Expense                                     | 6,180         |
| Equipment & Furnishings                                | -             |
| Staff Benefits   | 300           |
| News Bureau Expense                                    | 2,000         |
| <u>Total Development &amp; Public Relations Office</u> | <u>21,480</u> |

|               |
|---------------|
| \$ 29,810     |
| 3,225         |
| -             |
| 929           |
| 2,000         |
| <u>35,964</u> |

Publications

|                           |               |
|---------------------------|---------------|
| Bulletins                 | 7,400         |
| Catalogs & Viewbooks      | 8,500         |
| Postage                   | 600           |
| <u>Total Publications</u> | <u>16,500</u> |

|               |
|---------------|
| 8,400         |
| 12,600        |
| 650           |
| <u>21,650</u> |

Student Promotion

|                                       |               |
|---------------------------------------|---------------|
| Salaries - Admissions Counselors      | 45,200        |
| Supplies & Expense                    | 4,200         |
| Staff Benefits, Admissions Counselors | 2,500         |
| Advertising                           | 1,000         |
| Travel Expense, Admissions Counselors | 42,000        |
| Guidance Conference                   | 4,500         |
| <u>Total Student Promotion</u>        | <u>99,400</u> |

|               |
|---------------|
| 39,100        |
| 4,200         |
| 2,955         |
| 1,000         |
| 42,000        |
| 7,000         |
| <u>96,255</u> |

|                                      |       |
|--------------------------------------|-------|
| Auditing                             | 2,250 |
| Membership Dues                      | 2,000 |
| Travel, President                    | 1,500 |
| Travel, General                      | 800   |
| Automobile & Truck Expense           | 2,000 |
| Insurance (Public Liability & Theft) | 1,500 |
| Commencement Expense                 | 500   |
| Telephones & Telegraph               | 5,000 |
| Investment Counsel and Service       | 6,600 |
| Special Entertaining                 | 800   |
| Taxes (Out-of-State Property)        | 95    |
| Missouri College Joint Fund          | 1,850 |

|       |
|-------|
| 2,250 |
| 2,000 |
| 2,000 |
| 1,200 |
| 2,100 |
| 1,600 |
| 500   |
| 6,150 |
| 7,500 |
| 1,000 |
| 83    |
| 1,900 |

EXPENDITURESBUDGET 1964-1965PROPOSED BUDGET 1965-1966EDUCATIONAL AND GENERAL (Continued)General Institutional (Continued)

|  |          |
|--|----------|
| Miscellaneous Expense  | \$ 2,700 |
| Pensions and Special Payments  | 900      |
| Repayment of Endowment Principal Funds invested<br>in Science Bldg. (With interest @ 4-1/4% -<br>semi-annual payments over 15 year period) | -        |

\$ 3,400

-

63,000Total General Institutional

\$189,785

\$273,200

Total General Expense

\$240,115

\$333,992

Instructional

|                          |         |
|--------------------------|---------|
| Salaries - Faculty       | 475,000 |
| Staff Benefits - Faculty | 24,550  |

505,000

27,929

Departmental Supplies & Expense

|                       |          |
|-----------------------|----------|
| Art                   | 2,250    |
| Biological Science    | 2,225    |
| Chemistry             | 1,935    |
| Classics              | 141      |
| Economics & Business  | 1,086    |
| Education             | 826      |
| English               | 955      |
| History & Government  | 200      |
| Home Economics        | 2,000    |
| Mathematics           | 585      |
| Modern Languages      | 1,825    |
| Music                 | 4,672    |
| Nursery School        | 520      |
| Philosophy & Religion | 875      |
| Physical Education:   |          |
| General               | \$2,600) |
| Riding                | 4,500)   |
| Physics               | 145      |
| Psychology            | 350      |

2,455

2,775

1,635

145

1,245

869

1,180

235

1,832

825

21,090

4,505

500

982

\$2,857)

7,754

4,897)

200

500

EXPENDITURES

BUDGET 1964-1965

PROPOSED BUDGET 1965-1966

EDUCATIONAL AND GENERAL (Continued)

Instructional (Continued)

Departmental Supplies & Expense (Cont.)

|  |        |
|--|--------|
| Sociology  | \$ 200 |
| Speech   | 3,850  |
| <u>Total Departmental Supplies &amp; Expense</u> |        |

\$ 31,740

|              |
|--------------|
| \$ 230       |
| <u>4,121</u> |

\$ 53,078

Departmental Equipment - New & Replacement

|                         |       |
|-------------------------|-------|
| Art                     | 2,230 |
| Biological Science      | 980   |
| Chemistry               | 5,000 |
| Classics                | 30    |
| Economics and Business  | 788   |
| Education               | 945   |
| English                 | -     |
| History & Government    | 200   |
| Home Economics          | 420   |
| Mathematics             | 91    |
| Modern Languages        | 5,000 |
| Music                   | 1,775 |
| Nursery School          | 380   |
| Philosophy and Religion | -     |
| Physical Education      | 50    |
| Physics                 | 2,125 |
| Psychology              | 500   |
| Sociology               | 100   |
| Speech                  | -     |

20,614

|            |
|------------|
| 2,220      |
| 5,831      |
| 5,000      |
| 30         |
| 675        |
| 390        |
| -          |
| 55         |
| 1,450      |
| 1,735      |
| 7,550      |
| 17,620     |
| 400        |
| -          |
| 405        |
| 800        |
| 700        |
| -          |
| <u>517</u> |

45,378

Total Departmental Equipment

|                                |       |
|--------------------------------|-------|
| Summer Scholarships - Faculty  | 750   |
| Faculty Travel                 | 4,000 |
| Faculty Candidate Expense      | 500   |
| Office & Classroom Furnishings | 3,500 |
| Music Tours                    | 2,500 |
| General Instructional Expense  | 9,250 |

9,250

\$572,404

Total Instructional

14,900

\$658,425

EXPENDITURESBUDGET 1964-1965PROPOSED BUDGET 1965-1966EDUCATIONAL AND GENERAL (Continued)Library

|                        |           |           |
|------------------------|-----------|-----------|
| Salaries - Librarians  | \$ 16,315 | \$ 17,000 |
| Wages - Housekeepers   | 1,700     | 2,250     |
| Supplies and Expense   | 1,000     | 1,200     |
| Equipment              | 250       | 1,500     |
| Staff Benefits         | 1,075     | 1,389     |
| Books                  | 22,500    | 20,000    |
| Magazines & Newspapers | 2,500     | 2,500     |
| Binding                | 1,600     | 1,600     |
| Microfilm              | 700       | 700       |

Total Library

\$ 47,640

\$ 48,139

Operation of Plant

|   |        |        |
|---|--------|--------|
| Salaries and Wages  | 79,650 | 91,500 |
| Office Supplies & Expense                                     | 125    | 200    |
| Staff Benefits  | 4,200  | 5,996  |
| Heat  | 8,700  | 9,600  |
| Light   | 9,000  | 12,500 |
| Water   | 2,800  | 3,200  |
| Gas   | 200    | 250    |
| Maintenance & Janitorial Supplies                             | 6,400  | 7,000  |
| Property Insurance  | 4,480  | 5,835  |
| Campus  | 6,300  | 12,500 |
| Steam Generating Plant (Inspection Serv., Water Treat., etc.) | 1,200  | 1,200  |

Furniture & Equipment - Repairs & Replacements

|  |        |        |
|--|--------|--------|
| Boiler House                           | \$ 750 | 85,000 |
| Campus                                 | 1,850  | 3,700  |
| Fine Arts Building                     | 1,200  | 900    |
| Home Management House & Student Center | 800    | 300    |
| President's Residence                  | 400    | 250    |
| Roemer Hall                            | 2,675  | 3,700  |
| Miscellaneous                          | 1,500  | 1,500  |
| Watson Lodge                           | 100    | 300    |
| Health Center                          | 1,470  | 2,363  |

EXPENDITURESBUDGET 1964-1965PROPOSED BUDGET 1965-1966EDUCATIONAL AND GENERAL (Continued)Furniture & Equipment - Repairs & Replacements (Cont.)

|   |          |
|---|----------|
| Library   | \$ 1,600 |
| Riding Stables  | 275      |
| Sculpture House   | 100      |
| <u>Total Furniture &amp; Equipment - Repairs &amp; Replace.</u> |          |

\$ 12,720

|            |
|------------|
| \$ 1,250   |
| 250        |
| <u>100</u> |

\$ 99,613

Buildings - Repairs & Maintenance

|  |        |
|--|--------|
| Ayres Hall & Dining Room               | 14,400 |
| Boiler House                           | 500    |
| Butler Hall & Gymnasium                | 8,700  |
| Chapel                                 | 4,500  |
| Cobbs Hall                             | 4,900  |
| Eastlick                               | 400    |
| Fine Arts                              | 1,500  |
| Gables                                 | 800    |
| Garage & Storeroom                     | 100    |
| Greenhouse                             | 300    |
| Health Center                          | 650    |
| Home Management House & Student Center | 800    |
| Irwin Hall                             | 13,300 |
| Library                                | 3,200  |
| The Lodge                              | 500    |
| McCluer Hall                           | 3,500  |
| Niccolls Hall                          | 7,700  |
| President's Residence                  | 850    |
| Pump Room                              | 100    |
| Quonsets                               | 100    |
| Riding Stable                          | 250    |
| Roemer Hall                            | 9,700  |
| Sculpture House                        | 350    |
| Sibley Hall                            | 4,500  |
| Tunnels                                | 300    |
| New Dormitory                          | -      |
| Science Hall                           | -      |
| Water Tower                            | 1,200  |
| Watson Lodge                           | 500    |

|       |
|-------|
| 4,600 |
| 500   |
| 9,600 |
| 4,500 |
| 4,750 |
| 350   |
| 1,400 |
| 750   |
| 100   |
| 50    |
| 1,400 |
| 600   |
| 5,750 |
| 2,400 |
| 300   |
| 3,700 |
| 8,050 |
| 400   |
| 100   |
| 250   |
| 450   |
| 7,600 |
| 250   |
| 6,000 |
| 450   |
| 500   |
| 500   |
| 300   |
| 300   |

EXPENDITURESBUDGET 1964-1965PROPOSED BUDGET 1965-1966EDUCATIONAL AND GENERAL (Continued)Buildings - Repairs & Maintenance (Cont.)

General Repairs &amp; Maintenance

\$ 3,500

\$ 3,500

Total Buildings - Repairs & Maintenance

\$ 87,100

\$ 69,400

Total Operating of Plant

\$ 222,875

\$ 318,794

Contingency Fund

25,000

25,000

TOTAL EDUCATIONAL AND GENERAL\$1,237,569\$1,511,886AUXILIARY ENTERPRISESResidence Halls

Salaries - Head Residents

15,500

19,060

Wages - Housekeepers

20,000

24,000

General Expense

2,450

3,100

Staff Benefits

2,025

2,233

Laundry and Uniforms

500

650

Heat, Light, Water

19,500

24,750

Interest (New Dormitory Construction Financing)

-

29,650

Furniture & Furnishings

Ayres Hall

900

750

Butler Hall

5,300

400

Cobbs Hall

2,825

500

Irwin Hall

800

17,000

McCluer Hall

500

750

Niccolls Hall

23,400

1,600

Sibley Hall

1,250

16,900

New Dormitory

-

14,500

Total Furniture & Furnishings34,97552,400Total Residence Halls

\$ 94,950

\$155,843

EXPENDITURESBUDGET 1964-1965PROPOSED BUDGET 1965-1966AUXILIARY ENTERPRISESDining Hall (Food Service Dept.)

|   |           |           |
|---|-----------|-----------|
| Wages - Kitchen & Dining Room                           | \$ 38,000 | \$ 40,000 |
| General Expense   | 4,000     | 14,600    |
| Repairs and Equipment                                   | 4,700     | 6,500     |
| Staff Benefits  | 2,000     | 2,200     |
| Food  | 98,000    | 105,800   |
| Heat, Light, Water                                      | 2,900     | 3,200     |
| Dir. of Food Service & Assistant (Salary Reimbursement) | 5,000     | 8,200     |
| Food Service Management                                 | 8,000     | 8,000     |
| Student Waitresses                                      | 23,850    | 30,000    |
| Laundry   | 3,500     | 4,000     |
| Interest (Dining Room Addition - Const. Financing)      | -         | 2,000     |

Total Dining Hall

\$189,950

\$224,500

Bookstore and Post Office

|                |        |        |
|----------------|--------|--------|
| Salaries       | 8,170  | 8,600  |
| Equipment      | 300    | 1,245  |
| Expense        | 200    | 300    |
| Staff Benefits | 350    | 369    |
| Purchases      | 40,000 | 46,000 |

Total Bookstore and Post Office

49,020

56,514

Tea Room Expense

750

750

Miscellaneous Auxiliary Expense

2,500

2,500

TOTAL AUXILIARY ENTERPRISES\$337,170\$440,107



EXPENDITURESBUDGET 1964-1965PROPOSED BUDGET 1965-1966STUDENT AID

Scholarships  
 Student Assistants  
 Student Loans

\$ 100,000

26,500

-

\$ 112,500

35,000

12,500

TOTAL STUDENT AID\$ 126,550\$ 160,000

Yours sincerely,

*Mary Jo Clark*

Secretary to President McCluer

TOTAL EXPENDITURES\$1,701,289\$2,111,993

LINDENWOOD COLLEGE  
ST. CHARLES, MISSOURI  
63301

OFFICE OF THE PRESIDENT

July 9, 1965

TO MEMBERS OF THE BOARD OF DIRECTORS AND ADVISORY BOARD OF  
LINDENWOOD COLLEGE:

Attached is list of the present Standing Committees  
of the Board of Directors of Lindenwood College which Mr. Young  
has asked me to send you.

Yours sincerely,

*Mary Yorker*  
Secretary to President McCluer

Enc.

DORMITORIES COMMITTEE

Mrs. Arthur Stockstrom, Chairman  
Mrs. Earl H. Johnston  
Mrs. Horton Watkins  
Mrs. Robert E. Wright

BUILDINGS AND GROUNDS COMMITTEE

Arthur S. Goodall, Chairman  
George W. Brown  
Russell J. Crider, M.D.  
The Reverend W. Davidson McDowell, D.D.  
E. Wesley Mellow  
Sidney Studd

FINANCE COMMITTEE

Sidney W. Souers, Chairman  
William H. Armstrong  
John H. Black  
Russell L. Drayton  
John H. Wolff, Jr.  
Howard I. Young

STANDING COMMITTEES  
BOARD OF DIRECTORS  
LINDENWOOD COLLEGE

EXECUTIVE COMMITTEE

Howard I. Young, Chairman  
William H. Armstrong  
John M. Black  
Arthur S. Goodall  
Raymond E. Rowland  
Sidney W. Souers  
Mrs. Horton Watkins

FACULTY AND CURRICULUM COMMITTEE

The Reverend W. Sherman Skinner, D.D., Chairman  
William H. Armstrong  
The Right Reverend George L. Cadigan, D.D.  
Mrs. James A. Reed  
Mrs. Arthur Stockstrom  
The Reverend George E. Sweazey, D.D.  
Mrs. Horton Watkins  
Howard I. Young

DORMITORIES COMMITTEE

Mrs. Arthur Stockstrom, Chairman  
Mrs. Earl M. Johnston  
Mrs. Horton Watkins  
Mrs. Robert R. Wright

BUILDINGS AND GROUNDS COMMITTEE

Arthur S. Goodall, Chairman  
George W. Brown  
Russell J. Crider, M.D.  
The Reverend W. Davidson McDowell, D.D.  
R. Wesley Mellow  
Sidney Studt

FINANCE COMMITTEE

Sidney W. Souers, Chairman  
William H. Armstrong  
John M. Black  
Russell L. Dearmont  
John M. Wolff, Jr.  
Howard I. Young

AUDITING COMMITTEE

- ✓ Sidney W. Souers
- ✓ William H. Armstrong

St. Charles, Missouri  
August 23, 1965

DEVELOPMENT COMMITTEE

Raymond E. Rowland, Chairman  
John M. Black  
Arthur S. Goodall  
Mrs. Earl M. Johnston  
Sidney Studt  
Mrs. Horton Watkins  
John M. Wolff, Jr.

July 9, 1965

Admiral Souers, Chairman  
Mr. Young  
Mr. Wolff

Mr. Colson, Business Manager of Lindenwood College, was also present and Messrs. Craig Hewitt and Carl Beckers of St. Louis Union Trust Company were present by invitation.

The meeting was called to consider the sale of certain securities as recommended by the Trust Officers of St. Louis Union Trust Company for financing construction costs of the Howard I. Young Hall of Science for the months of September, October, and November.

On motion made, duly seconded and carried, the members of the Finance Committee approved the sale of the following securities and authorized the officers of the trust company to invest the proceeds in Treasury Bills with October 7, 1965, as the maturity date:

|  |          |
|--|----------|
| Phillips Petroleum Company 4 1/8% Subordinated<br>Convertible Debentures due 1/15/87 (about 117) | \$58,500 |
| Phillips Petroleum Company Common Stock (700 shares)   | 37,500   |
| U. S. of A. Treasury Bonds 1 1/8% due 9/15/71-57<br>(about 90 12/31)                             | 9,000    |

The Finance Committee also authorized the St. Louis Union Trust Company to retain the proceeds of the U. S. of A. Treasury Bills due September 15, 1965, in the amount of \$82,000, and the U. S. of A. Treasury Notes due November 15, 1965, in the amount of \$17,500, as they mature.

MINUTES OF MEETING OF  
FINANCE COMMITTEE  
OF  
LINDENWOOD COLLEGE

St. Charles, Missouri  
August 23, 1965

Pursuant to call by the Chairman, a meeting of the Finance Committee of Lindenwood College, St. Charles, Missouri, was held at the St. Louis Union Trust Company at 11:00 a.m., August 23, 1965.

The following members of the committee were present:

- Admiral Souers, Chairman
- Mr. Young
- Mr. Wolff

Mr. Colson, Business Manager of Lindenwood College, was also present and Messrs. Craig Hewett and Carl Beckers of St. Louis Union Trust Company were present by invitation.

The meeting was called to consider the sale of certain securities as recommended by the Trust Officers of St. Louis Union Trust Company for financing construction costs of the Howard I. Young Hall of Science for the months of September, October, and November.

On motion made, duly seconded and carried, the members of the Finance Committee approved the sale of the following securities and authorized the officers of the trust company to invest the proceeds in Treasury Bills with October 7, 1965, as the maturity date:

|   |          |
|---|----------|
| Phillips Petroleum Company 4 1/4% Subordinated Convertible Debentures due 2/15/87 (about 117) | \$58,500 |
| Phillips Petroleum Company Common Stock (700 shares)  | 37,800   |
| U. S. of A. Treasury Bonds 2 1/2% due 9/15/72-67 (about 90 12/32)                             | 9,038    |

The Finance Committee also authorized the St. Louis Union Trust Company to retain the proceeds of the U. S. of A. Treasury Bills due September 16, 1965, in the amount of \$82,000, and the U. S. of A. Treasury Notes due November 15, 1965, in the amount of \$17,000, as they mature.

Admiral Souers, Chairman of the Finance Committee, was authorized to inform the appropriate officers of the St. Louis Union Trust Company that funds from the sale of the securities should be transmitted to the Business Office of Lindenwood College at the request of the Business Manager.

The Business Manager of Lindenwood College, Mr. R. C. Colson, suggested and recommended that the recommendation of Boyd, Franz & Company to use current surplus funds to finance capital plant additions as authorized by the Board of Directors of the College be approved. The amount is not to exceed the surplus of income for the fiscal year ended June 15, 1965. A copy of the recommendation of the firm of Boyd, Franz & Company is attached to these minutes. On motion made, duly seconded and carried, the recommendation was approved. Specific items and approximate amounts of the capital additions are as follows:

|   |              |
|---|--------------|
| Dining Room Addition  | \$60,000     |
| * Steam Generating Plant  | 50,000       |
| ** Air Conditioning - Language Laboratories (Library Building)  | 5,000        |
| ** Expansion of the Library Building by converting an attic area to space for book shelving   | 5,000        |
| Construction of new campus roads  | 10,000       |
| Extension of electrical service from the Science Building substation to transformers to serve seven buildings on the north side of the campus | <u>5,000</u> |
|   | \$135,000    |

- \* Included in 1965-1966 fiscal year budget as approved June 14, 1964  
\*\* Authorized by Board of Directors, June 14, 1965 (not in budget)

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Admiral Sidney W. Souers, Chairman

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R. C. Colson, Secretary

BOYD, FRANZ & CO.

CERTIFIED PUBLIC ACCOUNTANTS

SHELL BUILDING

ST. LOUIS 2, MISSOURI

August 24, 1965

Mr. R. C. Colson  
Lindenwood Female College  
200 College Avenue  
St. Charles, Missouri 63301

Dear Mr. Colson:

Regarding the proposal to use current funds (in an amount not to exceed the net income for the fiscal year ended June 15, 1965) to finance plant additions, the following should be considered:

- 1) Expenditures should be designated as a specific appropriation by the Board of Directors and the board should authorize the transfer to the Plant Fund.
- 2) Expenditures during the year could be made from the Current Fund's cash account.
- 3) At the end of the year these expenditures should be capitalized by a transfer to the Plant Fund. They should be added to the various Plant Fund asset accounts and the Plant Fund Surplus should be increased by the same amount.

Yours very truly,

ST. LOUIS UNION TRUST COMPANY

Admiral Sidney W. Souers

September 1, 1965

Page Two

I am confirming these transactions on behalf of September 1, 1965  
Williams, Jr., who is on vacation and will be returning to the office  
on September 7th. Both Mr. Carl Beckers and I will bring Mr. Williams  
up to date as to the nature of the discussions had during your meeting.

Admiral Sidney W. Souers records in this matter and to indicate your  
Chairman of the Board transactions, would you please sign and return the  
General American Life Ins. Co. the envelope we are furnishing for your  
1501 Locust Street  
St. Louis, Missouri 63103

Very truly yours,

Re: Agent, Lindenwood Female College  
General Endowment Funds - T. D. 45277

Dear Admiral Souers:

Carl A. Hewitt

It was good to meet the members of your Finance Committee at the  
meeting held here on Monday, August 23rd. Following the discussions we  
had at the meeting and also in accordance with the decisions reached by  
the committee for raising funds toward the building program, we wish to  
confirm the following transactions which were completed recently in the  
above account:

SOLD (on 8/23/65)

700 Shares Phillips Petroleum Company,  
common @ 53 3/4

\$50,000 Phillips Petroleum Company 4 1/4% Subordinated  
Convertible Debentures due 2/15/87 @ 116 1/2

PURCHASED (on 8/27/65)

\$97,000 U. S. A. Treasury Bills due 10/7/65  
@ 99.6041667 (3.75%)

You will note that in our program which was presented at the  
meeting, we are going to allow the Treasury Bills due 9/15/65 to mature  
and also the \$17,000 U. S. A. Treasury Notes due 11/15/65. Reinvestment  
will be made into whatever issues might fit best with the temporary funds  
on hand for the building fund needs. The \$10,000 Treasury Bonds due  
9/15/72 can be sold at the time Mr. Colson needs additional funds.

COPY



ST. LOUIS UNION TRUST COMPANY

Admiral Sidney W. Souers  
September 1, 1965  
Page Two

I am confirming these transactions on behalf of Mr. Eugene F. Williams, Jr., who is on vacation and will be returning to the office on September 7th. Both Mr. Carl Beckers and I will bring Mr. Williams up to date as to the nature of the discussions had during your meeting.

To complete our records in this matter and to indicate your approval of the above transactions, would you please sign and return the enclosed copy of this letter in the envelope we are furnishing for your convenience.

Very truly yours,

*Craig A. Hewett*  
Craig A. Hewett

CAH/mhs

CC: Mr. Howard I. Young  
Mr. Russell L. Dearmont  
Mr. William H. Armstrong  
Mr. John M. Black  
Mr. John M. Wolff, Jr.  
Mr. R. C. Colson ✓

Noting  
August 23, 1965

COPY

VALUED AS OF:  
August 23, 1965  
DOW-JONES AVERAGE:  
289.92

BONDS

TO SELL

Market  
Value Estimated  
Annual  
Income

582,000 U. S. of A. Treasury Bills due 9/16/65  
(about 94.7%) \$ 81,802 \$4,000

17,000 U. S. of A. Treasury Notes 3 1/2% due 11/15/65  
(about 77.25%) 16,979 595

10,000 U. S. of A. Treasury Bonds 2 1/2% due 9/15/72-67  
(about 70.12%) 9,038 250

LINDENWOOD FEMALE

50,000 Phillips Petroleum Company 4 1/4% Subordinated  
Convertible Debentures due 3/15/67  
(about 117) 38,500 2,125

COLLEGE

\$166,319 \$6,970

COMMON STOCK

TO SELL

200 shares (500 shares held)  
E. I. duPont de Nemours & Company Common  
(about 33%) \$ 45,600 \$1,120

200 shares (1,000 shares held)  
General Electric Company Common  
(about 10%) 20,000 440

1,000 shares International Harvester Company Common  
(about 34) 34,000 1,200

700 shares Phillips Petroleum Company Common  
(about 34) 37,800 1,400

650 shares (8,650 shares held)  
American Electric Power Company, Inc., Common  
(about 42) 27,582 913

\$166,152 \$ 5,373

Meeting  
August 23, 1965

TOTALS \$332,471 \$12,373

VALUED AS OF:  
 August 23, 1965  
 DOW-JONES AVERAGE:  
 889.92

BONDS

| <u>TO SELL</u>   | <u>Market Value</u> | <u>Estimated Annual Income</u> |
|--|---------------------|--------------------------------|
| \$82,000 U. S. of A. Treasury Bills due 9/16/65<br>(about 99.759)  | \$ 81,802           | \$4,000                        |
| 17,000 U. S. of A. Treasury Notes 3 1/2% due 11/15/65<br>(about 99 28/32)                                  | 16,979              | 595                            |
| 10,000 U. S. of A. Treasury Bonds 2 1/2% due 9/15/72-67<br>(about 90 12/32)                                | 9,038               | 250                            |
| 50,000 Phillips Petroleum Company 4 1/4% Subordinated<br>Convertible Debentures due 2/15/87<br>(about 117) | <u>58,500</u>       | <u>2,125</u>                   |
|  | \$166,319           | \$6,970                        |

COMMON STOCKS

| <u>TO SELL</u>  |                             |                             |
|---|-----------------------------|-----------------------------|
| 200 shares (500 shares held)<br>E. I. duPont de Nemours & Company Common<br>(about 233)       | \$ 46,600                   | \$1,150                     |
| 200 shares (1,500 shares held)<br>General Electric Company Common<br>(about 101)              | 20,200                      | 440                         |
| 1,000 shares International Harvester Company Common<br>(about 34)                             | 34,000                      | 1,500                       |
| 700 shares Phillips Petroleum Company Common<br>(about 54)                                    | 37,800                      | 1,400                       |
| 656 shares (8,656 shares held)<br>American Electric Power Company, Inc., Common<br>(about 42) | <u>27,552</u>               | <u>813</u>                  |
|   | \$166,152                   | \$ 5,303                    |
|   | <u>                    </u> | <u>                    </u> |
| TOTALS  | \$332,471                   | \$12,273                    |

MINUTES OF MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
September 13, 1965

A special meeting of the Board of Directors and Advisory Board of Lindenwood Female College was held at the Chase Hotel, St. Louis, Missouri, at 3:30 p.m. on September 13, 1965.

The following Directors and Members of the Advisory Board, being a quorum, were present:

|              |                 |
|--------------|-----------------|
| Mr. Young    | Mr. Black       |
| Mr. Studt    | Mr. Rowland     |
| Mr. Mellow   | Mrs. Stockstrom |
| Mrs. Watkins | Admiral Souers  |
| Mrs. Wright  | Mr. Armstrong   |
| Mr. Goodall  | Dr. McDowell    |

Also present were Dr. Franc L. McCluer, President of the College, and Mr. Robert C. Colson, Business Manager of Lindenwood College.

The meeting was opened with prayer by Dr. McCluer.

Mr. Young, President of the Board of Directors, acted as Chairman of the meeting, and Mr. Colson acted as Secretary of the meeting.

The minutes of the meeting of the Board of Directors and of the Advisory Board held on June 14, 1965, were distributed. Action on the minutes of the June 14th meeting was deferred until the next regular meeting of the Board of Directors.

Mr. Goodall, Chairman of the Buildings and Grounds Committee, reported that some of the members of his Committee and Mr. Colson had visited MacMurray College, Illinois College, Monticello College, Hastings College, and Rockhurst College to observe facilities which might be included in a student recreation center if such a building is to be erected on the campus of Lindenwood College.

On motion made, duly seconded and carried, the President of the Board of Directors was authorized to appoint a committee to recommend to the Board of Directors

an architect to prepare preliminary plans only for a student recreation center. This committee is to consist of the members of the Buildings and Grounds Committee, plus four other members of the Board of Directors to be appointed by the President of the Board of Directors. The following members of the Board of Directors, in addition to the members of the Buildings and Grounds Committee, were appointed to serve on the committee:

Mr. William H. Armstrong  
Mr. John M. Black  
Mr. Raymond E. Rowland  
Mrs. Horton Watkins

Motion was made for the adoption of the following resolution to affirm the intention of the Board of Directors to erect a student recreation center:

"WHEREAS, the increased enrollment at Lindenwood College emphasizes the need of recreational facilities on the campus, and

WHEREAS, the Fathers' Club has undertaken to raise funds from their members for the purpose of providing a student recreation center,

BE IT RESOLVED THAT, the Board of Directors of Lindenwood College declares its intention to erect such a building as promptly as possible and authorizes the appointment of the appropriate committees to carry forward the necessary planning."

The motion was seconded and carried. A copy of the resolution will be sent to the Fathers' Club since they are now in the process of seeking gifts for such a building.

Mr. Young stated that he and Dr. McCluer had discussed the naming of the new dormitory and that they joined in the recommendation that the dormitory be named Parker Hall in memory of Dr. Alice Parker, a distinguished teacher and a member of the faculty at Lindenwood, who was Chairman of the Department of English for many years. The recommendation was accepted and approved on motion by Mrs. Wright, seconded by Mrs. Watkins, and carried.

Mrs. Stockstrom, Chairman of the Dormitory Committee, reported that the redecorating and refurnishing as recommended by the Dormitory Committee and the administration of the college had been satisfactorily completed during the summer months.

Mrs. Stockstrom requested and moved that \$1,400 be added to the budget for Sibley Hall Furniture and Furnishings since the total expenditure exceeded the estimate by that amount. The motion was seconded and carried.

On motion made, seconded and carried, sabbatical leaves with full pay for one semester of the 1966-1967 college year were approved for Miss S. Louise Beasley and Mr. Harry Hendren.

Mr. Young expressed his thanks and appreciation to the members of the Board of Directors for the honor bestowed upon him in naming the new science building the Howard I. Young Hall of Science.

On motion made, seconded and carried, the appointment of Dr. Homer Clevenger as Vice President and Dean of the College was ratified. The appointment of Dr. Clevenger was made for the 1965-1966 college year to fill the vacancy created by the resignation of Dr. Paul Pixler.

Mr. Young stated that he had appointed the following members of the Board of Directors to serve on a committee to seek, screen, and recommend candidates to the Board of Directors for consideration for the presidency of the college:

Admiral Sidney W. Souers, Chairman  
Mr. William H. Armstrong  
Mr. John M. Black  
Dr. W. Sherman Skinner  
Dr. George E. Sweazey  
Mrs. Horton Watkins  
Mr. Howard I. Young, ex officio

Motion was made, seconded and carried ratifying the appointment of the members of the committee as appointed.

Dr. McCluer announced his plans for retirement from the presidency of the college in his June 14, 1965, report. The minutes of that meeting should be corrected to make his retirement effective on August 31, 1966.

Motion authorizing the administration of the college to proceed with the renovation of the attic in the library building in order to provide additional

stack space at a cost not to exceed \$5,000 and to convert the present greenhouse into a work room for the Art Department was made, seconded and carried.

St. Charles, Missouri  
December 30, 1965

Purpose of call and notice duly given each member of the Board of Directors and to the members of the Advisory Board, in accordance with the By-Laws, the fall meeting of the Board of Directors and of the Advisory Board of Lindenwood College was held at the Chase Hotel, St. Louis, Missouri at 4:00 p.m. on December 30, 1965.

Chairman

Secretary

The following Directors and members of the Advisory Board, being a quorum, were present:

Mrs. Watkins  
Mr. Black  
Admiral Bouere  
Mr. Armstrong  
Dr. Swasey  
Mrs. Johnston

Mr. Goodall  
Mrs. Streckstran  
Mr. Brown  
Mrs. Wright  
Dr. Shinner  
Mr. Hallow

Also present were Dr. McCluer, President of Lindenwood College, and Mr. Nelson, Business Manager of the College.

Mrs. Watkins, Vice President of the Board, acted as Chairman of the meeting, and Mr. Nelson acted as Secretary.

The meeting opened with prayer by Dr. McCluer.

Mr. Armstrong moved that the minutes of the regular spring meeting of the Board of Directors held on June 14, 1965, and of the special meeting held on September 13, 1965, as previously distributed by mail, with the date of Dr. McCluer's retirement in the June 14 Minutes changed to September 1, 1965, be approved. The motion was seconded and carried.

With profound regret the Board of Directors of Lindenwood College learned the death of its president, Howard I. Vandy, on December 16, 1965. At its meeting on December 30, the Board adopted the following Memorial Minute and ordered that it be spread upon the records of the Board and copies be sent to members of the family.

KENNETH E. WISCHMEYER AND PARTNERS

ARCHITECTS 1017 NORTH ELEVENTH STREET • ST. LOUIS, MISSOURI 63101 • CENTRAL 1-470-4

KENNETH E. WISCHMEYER, F.A.I.A.  
JULIAN F. ECKLES, A.I.A.  
ADOLPH H. FELDER, A.I.A.  
KENNETH J. KROEPEL, A.I.A.  
THOMAS H. TEASDALE, A.I.A.  
THOMAS M. TEBBETTS, A.I.A.

November 17, 1965

Mr. Arthur S. Goodall  
418 Olive Street  
St. Louis, Missouri 63102

Dear Mr. Goodall:

I appreciated very much meeting with Mr. Black and you yesterday to discuss the future construction plans at Lindenwood College.

Needless to say, our firm is grateful for the approval of your Board in selecting us to do this work, pending a satisfactory contractual agreement.

As mentioned to you and Mr. Black, our firm would have no objection to entering into a contract on a sliding scale basis where a certain volume of work can be anticipated. We have contracts of this character with several of our clients at this time that we feel are equitable to both parties.

I take the liberty of suggesting the following agreement which would be:

- 1) Total construction cost - not including equipment, fees, or land, \$1,000,000 or less, at the rate of 6%.
- 2) Between \$1,000,000 and \$2,000,000 - 5-3/4%.
- 3) Between \$2,000,000 and \$3,000,000 - 5-1/2%.
- 4) \$3,000,000 and over - 5-1/4%.

The above fees would include all services rendered in the standard form of A.I.A. contract, a copy of which is enclosed, and which we have used previously on other work we have done at Lindenwood College.



The above fees are cumulative and would not be limited to one building project, and would cover a period of not to exceed six years, commencing with the next project.

For preliminary work that would be done and abandoned and not applicable to any actual construction project - work would be done on a cost times a factor of  $2\frac{1}{2}$  covering overhead and profit, based on wage rates as follows:

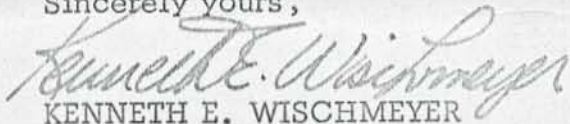
|   |                |
|---|----------------|
| Kenneth E. Wischmeyer<br>and any of the five partners | \$6.00 per hr. |
| Senior draftsmen                                      | 5.00 "         |
| Junior draftsmen                                      | 4.00 "         |
| Typist  | 3.00 "         |

These rates would also apply to any of our structural or mechanical engineers-if their services were required in connection with preliminary work.

Should you have any questions concerning the above, I would appreciate hearing from you.

Meanwhile, please accept my thanks for your continued confidence in our firm.

Sincerely yours,

  
KENNETH E. WISCHMEYER

ec

encls. 2 copies of A.I.A. contract

MINUTES OF MEETING OF BOARD OF DIRECTORS  
OF  
LINDENWOOD FEMALE COLLEGE

St. Charles, Missouri  
December 30, 1965

Pursuant to call and notice duly given each member of the Board of Directors and to the members of the Advisory Board, in accordance with the By-Laws, the fall meeting of the Board of Directors and of the Advisory Board of Lindenwood Female College was held at the Chase Hotel, St. Louis, Missouri at 4:00 p.m. on December 20, 1965.

The following Directors and members of the Advisory Board, being a quorum, were present:

|                |                 |
|----------------|-----------------|
| Mrs. Watkins   | Mr. Goodall     |
| Mr. Black      | Mrs. Stockstrom |
| Admiral Souers | Mr. Brown       |
| Mr. Armstrong  | Mrs. Wright     |
| Dr. Sweazey    | Dr. Skinner     |
| Mrs. Johnston  | Mr. Mellow      |

Also present were Dr. McCluer, President of Lindenwood College, and Mr. Colson, Business Manager of the College.

Mrs. Watkins, Vice President of the Board, acted as Chairman of the meeting, and Mr. Colson acted as Secretary.

The meeting opened with prayer by Dr. McCluer.

Mr. Armstrong moved that the minutes of the regular spring meeting of the Board of Directors held on June 14, 1965, and of the special meeting held on September 13, 1965, as previously distributed by mail, with the date of Dr. McCluer's retirement in the June 14 Minutes changed to September 1, 1966, be approved. The motion was seconded and carried.

With profound regret the Board of Directors of Lindenwood College records the death of its president, Howard I. Young, on December 14, 1965. At its meeting on December 20, the Board adopted the following Memorial Minute and ordered that it be spread upon the records of the Board and copies be sent to members of the family.

HOWARD I. YOUNG

A strong man and a devoted friend of Lindenwood College has fallen. Since 1942 Howard I. Young had been a Trustee of the College, and at the time of his death on December 14, 1965, he was president of the Board. It is a mark of the place Lindenwood held among his concerns that the last outing on which he was taken by members of his family a few days before his death was a drive to St. Charles to observe progress on the new Science Hall which is being named in his honor.

Others will pay tribute to his achievements in business, his leadership in mining, his service of the nation in two wars, his selfless involvement in civic and community causes, his place in the Church of Christ, his moral character, his devotion to his family. None of our words will add anything to his stature as a man. Yet to all else must be added a word of thanks to God for his strong hand in the affairs of Lindenwood College.

Howard Young knew the value of an education and believed in a college where both academic excellence and the relation of learning to faith are important. He was deeply concerned for the moral ideals and stamina of the generations yet to come into places of leadership in the land. His tirelessness and faithfulness in every responsibility as a trustee of Lindenwood will long be a part of her strength. He gave his time and energy without stint as President of the Board.

Our sorrow in his passing is matched only by our gratitude for his long years of service, leadership, and vision.

Mr. Armstrong reported that the Executive Committee of the Board of Directors, meeting as a nominating committee, had voted to nominate Mr. Black to fill the unexpired term of President of the Board of Directors and moved the adoption of the report. Mr. Black was unanimously elected to the position.

Admiral Souers stated that the Finance Committee had discussed the permanent financing of that portion of the cost of the Howard I. Young Hall of Science not covered by gifts to the Development Fund and the Federal Grant and had agreed that an application for a loan from the Federal Government under Title III, P.L. 88-204, should be filed in accordance with the regulations of the Higher Education Facilities Act of 1963. Mr. Armstrong moved the adoption of the following resolution. The resolution was unanimously adopted by the Board of Directors.

RESOLVED, that the Finance Committee be, and it hereby is, authorized and directed to apply for a loan and enter into a loan agreement with the appropriate office of the United States government under Title III, Public Law 88-204, Higher Education Facilities Act of 1963 to finance the construction of the Howard I. Young Science Building in an amount equal to the maximum loan available under said Act;

RESOLVED, that the Finance Committee of the Board of Directors of the College be, and it hereby is, authorized to pledge, encumber or take any other steps which may be necessary or desirable to provide appropriate collateral for said loan; and

RESOLVED, that the Finance Committee of the Board of Directors of the College be, and it hereby is, authorized and directed to take all proceedings and to do all acts or things that may be necessary or desirable to carry out and complete this transaction.

The above loan is cumulative and would not be limited to one building project, and would cover a period of not to exceed six years, commencing with the start project.

Mr. Goodall reported that he and Mr. Black, acting on the authorization given them by the Board of Directors on September 13, 1965, had met with Mr. Wischmeyer and had discussed the possibility of employing him as the architect for several buildings under consideration for future construction. Mr. Goodall and Mr. Black joined in recommending that the administration of the college be authorized to sign a contract with Mr. Wischmeyer based on the terms and conditions as stated in the following letter.

November 17, 1965

Mr. Arthur S. Goodall  
418 Olive Street  
St. Louis, Missouri 63102

Dear Mr. Goodall:

I appreciate very much meeting with Mr. Black and you yesterday to discuss the future construction plans at Lindenwood College.

Needless to say, our firm is grateful for the approval of your Board in selecting us to do this work, pending a satisfactory contractual agreement.

As mentioned to you and Mr. Black, our firm would have no objection to entering into a contract on a sliding scale basis where a certain volume of work can be anticipated. We have contracts of this character with several of our clients at this time that we feel are equitable to both parties.

I take the liberty of suggesting the following agreement which would be:

- 1) Total construction cost - not including equipment, fees, or land, \$1,000,000 or less, at the rate of 6%.
- 2) Between \$1,000,000 and \$2,000,000 - 5-3/4%.
- 3) Between \$2,000,000 and \$3,000,000 - 5-1/2%.
- 4) \$3,000,000 and over - 5-1/4%.

The above fees would include all services rendered in the standard form of A.I.A. contract, a copy of which is enclosed, and which we have used previously on other work we have done at Lindenwood College.

The above fees are cumulative and would not be limited to one building project, and would cover a period of not to exceed six years, commencing with the next project.

For preliminary work that would be done and abandoned and not applicable to any actual construction project - work would be done on a cost times a factor of 2½ covering overhead and profit, based on wage rates as follows:

|                              |                |
|------------------------------|----------------|
| Kenneth E. Wischmeyer        |                |
| and any of the five partners | \$6.00 per hr. |
| Senior draftsmen             | 5.00 "         |
| Junior draftsmen             | 4.00 "         |
| Typist                       | 3.00 "         |

These rates would also apply to any of our structural or mechanical engineers-if their services were required in connection with preliminary work.

Should you have any questions concerning the above, I would appreciate hearing from you.

Meanwhile, please accept my thanks for your continued confidence in our firm.

Sincerely yours,

/s/ KENNETH E. WISCHMEYER

On motion, seconded and carried the recommendation was approved.

There being no further business the meeting was adjourned.

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Chairman

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Secretary