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1945

## **Lindenwood College Faculty Meeting Minutes, 1943-1945**

Lindenwood College

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FACULTY MINUTES

1943-1945

Faculty Minutes

1943-44

Sept. 13, 1943.

The first meeting of the entire staff convened in the Library Club Room on Sept. 13 at 12:00.

President Gage introduced the new members of the faculty. The President announced that a family dinner would be held on Tuesday evening to which all members of the College and their families were invited. The Norris family would be present and Bill Norris would be invited to speak.

The President then introduced Dr. Floyd Reeves, with the remark that he had been invited as an old friend, and also because he could deal with situations that make for long time planning. Since within the next five years, we may have to have new plans and procedures in high schools and colleges. Dr. Reeves made the following remarks:

He has been responsible for three jobs. (1) rehabilitation for soldiers with injury, last year two-thirds of a billion dollars was spent and it will be larger this time. The handling of this is set up in the veterans administration which will use the colleges and universities of the country. This also provides for a new agency in vocational rehabilitation. This includes not only soldiers, but civilians injured in war industries, or even those who are born handicapped. (2) Work with the National Resources Board. This concerns itself with post-war long range planning. What are the needs of education at all levels? A little less than three million was spent on all education in 1940. The Board now wants twice as much. (3) The National Resources Board appointed a committee on post-war adjustments of military demobilization. The problem is to study all aspects of the demobilization of men and women from war and war industries and how educational institutions could render service. In 1940, 45 million people were at work. Nine million people wanted jobs and could not get them. If the war ends within five years, there will be six or seven million people out of work. By Dec. sixty-two million people will be working. Four million a year will have to be added and that only one other period in history did that happen. "here are six million women between the ages of 18 and 45 doing no work and they have no children under 16. The other sources for workers are children and young women in colleges. We could have 71 million people at work had we done what England has done. In 1940 the working week was 37.4 hours. In 1943, it was 47 hours. We wonder why the problem isn't easy. The people have the money and they want the goods. Are we going to take away the OPA, will we face inflation? If the price controls are taken away, we will face inflation.

Will the American people permit us to keep these basic controls? The government will own 50 billion dollars worth of goods when the war ends. How to provide employment? A private enterprise must provide most of the jobs. Will it do it? It cannot unless the government helps. How help? Develop a tax system that will stimulate free private enterprise with low interest rates for private enterprise. How long will it take to convert industry. Three months after the war ends, with 4 million in the army, a million and a half in industry, there will be 7 million unemployed. Two million of these will go back to school. What will make conditions better? A larger armed force. If an 18 months period passes between the European and Pacific end of the war, there will be as large a number return from the Pacific as when we were fighting on two fronts. The chances are that there may be 12 or 15 million unemployed so that we must have more jobs. Some recommendations. There must be more compensation for the unemployed; larger old-age benefits; plans for work already to begin upon the return of the army. Those in the army should not be discriminated against because they lost years of work while in the war.

What can education do? There are four proposals in education. First, the extension of the Armed Forces Institute--correspondence study. The Navy has a program in addition to this in general and vocational education. Second, a period of one year of education for any one who wants it free, with an allowance for maintenance. Third, scholarships should be on a competitive bases, so that education may be provided for four calendar years within a six-year limit. Fourth, the government will provide education for those who were taken out of schools to do work in war industries. It is probable that women will stay on in their new occupations. Ninety per cent from now on added to industry will be women. If the war lasts more than two years, there will 24 million women at work.

Sept. 14, 1943.

The second meeting of the entire staff convened in the Library Club Room at Sept. 14 at 10:00, President Gage presiding. The President made the following remarks:

In a changing post-war period we wonder what is going to happen to college enrollment. There will be legislative action to affect it. There will be some favorable factors. The health status will be better. The soldiers will return in better health. There is an increase in birth rate. The government plans education. What percent will seek education, we can only guess. The length of the war will determine that. Collegiate attendance will rise considerably. President Gage then introduced Dr. Geo. Works.

Dr. Works spoke as follows:

President Gage is too optimistic in his views. The college population comes from the white collar class. This class feels the economic pinches so there will probably be a decreased enrollment in women's colleges after the war. Men and women will not be returned from the war. Another group will have to be trained to take their places. The army and the navy will provide training for at least a year since they are not sold to university training. High school enrollment for the most part shows a decline this year. Probably the increase in women's colleges is due to the effort of the parents to keep the girls from defense labor. There are three factors influencing women's colleges: (1) Men are going to get the government scholarships. (2) In the service training units given to the army only army students are considered. (3) The length of time it takes institutions to get back to pre-war days; when this pre-war situation is recovered, there will be sharp recruiting on the part of the universities for students.

The growth of the junior college movement. (1) The junior college movement is here to stay, and the economic situation after the war may help junior colleges that are publically supported. (2) The junior college is very closely intricated with the high schools. Forty percent of high school students go to junior colleges. (3) Influence of universities. The trends are for specialization in various schools such as schools of medicine and dentistry, librarian and etc.. Even business schools in the universities will be based on sound general education with a major in economics. (4) The extension of the period of general education. Students will not be admitted to special training without two years of general work. It is estimated that over 75% of teachers prepared themselves in a liberal arts college. There are over 1 million teachers in the United States.

Stimulus--We have laid the emphasis on instruction not evaluation. We have failed to give the opportunity to students of ability. We have let the pace be set by mediocrity. Dr. Works then presented a table of comprehensive exams. There were seven examinations. The students taking them completed two years work in one years time. As the number of examinations increased, better grades were evident on the part of the students.

|   | 1   | 2    | 3   | 4   | 5   | 6-7 |
|---|-----|------|-----|-----|-----|-----|
| A | 6%  | 6%   | 10  | 11  | 19  |     |
| B | 14  | 15   | 19  | 25  | 25  | 11  |
| C | 36  | 42   | 42  | 35  | 35  | 39  |
| D | 22  | 20   | 16  | 16  | 16  | 11  |
| F | 22  | 16   | 12  | 5   | 5   | 39  |
|   | 1.6 | 1.75 | 1.9 | 2.1 | 1.2 | .71 |

Dr. Works expressed himself as not so much concerned with acceleration. He thinks there should be an increased emphasis on the liberal arts college. The war should give increased emphasis to spiritual values.

September 14, 1943.

The afternoon meeting opened at 2:00. The subject, Building a Freshman Class. Mr. Motley spoke first, reminding the faculty the amount of money it takes to run Lindenwood College. Because of the extra number of students on August 1, the college asked for a deposit of \$100, thinking by this method that those would be eliminated who expected to change their minds about coming. Mr. Motley spoke of the two things which had to be watch with great care: First that the students do not spend all of their four year allowance in one year. Second, the week-end activities. He then introduced the field secretaries who made short speeches. Mr. McMurray read a very clever paper on what the girls are expecting to find at college. Mr. Branstedtter spoke on what the parents want. He said that they wanted the girls to be able to earn a living; to acquire culture, and poise; to make new friends, and to develop their minds. Mr. Koulsem spoke of the competitive features among various colleges. Mr. Carey Motley spoke on the best selling points of Lindenwood. Mr. Lewis spoke about the reputation of the college in the field. Dr. Clevenger on the favorable reception the field secretaries receive. Dr. Garnett spoke on what should be done for the girls here. Dean Gipson did not speak. She asked to have her speech post-poned until Friday.

Meeting Adjourned

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Sec. of the Faculty



September 15, 1943.

President Gage opened the meeting at 10:00 by reading a letter from one of the patrons.

He issued a very kind invitation to all of the faculty to a Tea at his home on the following Friday. Miss Rachell Morris was the speaker of the morning. Her topic was "A Psychologist Looks at Post-War Counseling". Miss Morris said in effect the following things: Counseling is an art. Motivation is a personal need. The Post-War world is uncertain, yet the uncertainty is a part of all life even in the physical world. The same principles run through all of life-uncertainty should not stagger us. Behavior is uncertain and changes according to the pattern of which it is a part. We must know the total setting. As regards the post-war world, history shows that it may be a difficult world--it may be revolutionary and the personalities of our students are bound to be affected. In regard to the girl's personality, she will be what she is basically now. Behavior is a result of many forces. She will have been warped; she will grow according to adversities and she will grow rapidly because she is adolescent. We must help her to get the responses that she needs. If she does not have economic security, what other security may she have. There are spiritual values if the world makes sense. There is the feeling of the dignity of man. Perhaps she will have a different set of habits from other high school girls due to the fact that she has been earning money. We should be more aware of girls intelligence and preserve the dignity of every personality. It should be the goal of every counselor to see that the student faces life well-balanced and with rich appreciation. Our relation to the student should be one of mutual respect, a keeping of confidences and to constantly take stock of how much we know about counseling.

Dean Gipson then presented Dr. Talbot and Miss Coulsin and Dr. Feenster as the three freshman counselors to give a report of what had been done in the counseling meeting held previous to the meeting of the entire instructional staff. Dr. Talbot gave a resume of what Dean Braunbaugh had said on counseling, and reported the change that had been made in registration due to the fact that the tests were to be given before registration.

Miss Coulsin stated that the appointment of counselors was made for the entire year. She spoke of the four resources available to the counselor, namely a folder information; information from the field representatives, what other teachers know; and a knowledge of the catalog. She expressed the hope that the counselors would hold regular meetings throughout the year. Dr. Feenster spoke of work to be done under four heads. First, there is a widespread feeling that students do not know how to study. Second, they do not know how to read. Third, the health problem which brings up the question of the relation between the faculty counselors and physical education. Fourth, we should motivate our good students to better work. Dr. Feenster again talked about the new survey courses, speaking first of the biological survey course which is to be introduced next year, and the Humanities course which is being introduced this year. Dean Gipson called upon members of the faculty to speak with reference to any new course being given or any course which needed some explanation. Dean Gipson expressed her conviction that there should have been a larger group of counselors.

Meeting Adjourned.

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Sec. to the Faculty

September 16, 1943.

President Gage opened the meeting at 10:00. Miss Kathryn Hankins gave her report from the Teacher Education Workshop which she attended at the University of Minnesota. Miss Hankins told of the general setup of the workshop, the number of colleges engaged in the study, and the personnel of this particular workshop. She stated that the general lectures were given by prominent ones from the university and related to post-war conditions particularly as they would affect colleges. She raised many questions to show the type of questions discussed. She gave a resume of each one of the four seminars -- administration-- curriculum-- evaluation--counseling. From these four seminars she drew the topics upon which she felt that Lindenwood might well put some thought and study. In making a summary she stated that every part of the college comes under the study of teacher training.

Miss Pearl Walker expressed her gratitude for the study scholarship granted her and gave a review of her work in the Julliard School of Music.

Dr. Alice Parker thanked President Gage for her scholarship and explained the work of two classes. One on the current usage of English and one on the radio--the theater of the air.

Meeting Adjourned for Lunch.

September 16, 1943.  
2:00 p.m.

Dr. Works was introduced by President Gage as the speaker for the afternoon. His title was 'In Retrospect and Prospect'. Dr. Works said that one very definite study we must undertake is the retention of students. If the trend is toward a decrease of retention, then our job at Lindenwood is the greater. If Lindenwood is to remain a distinctive college, it must get a larger upper class. We must build up the last two years. We do not need extra teachers for upper class work. Lawrence College has already attacked the problem of getting upper class students to return. The attempt should be made in field work. Do field workers recruit junior college people? Some transfer students do make good records. In Chicago University the number getting degrees is greater than the number in the freshman classes. The class size is to be studied. Reduce the load of the teacher, not decrease the number of teachers, but decrease the load. What can be done for the superior student? What method used? The curriculum must be studied. There must be breadth given to the fields, and we must study divisional majors.

Meeting Adjourned

Fathrya Hankins, Sec.

September 17, 1943.

President Gage opened the meeting at 10:00. He spoke of the North Central Commission that had requested a study to be made for the post-war period. President Uphen of Miami was made chairman of the studies. President Gage asked him if he wanted such an institution as Lindenwood in the study and he said he would like to have us, so we will be cooperating in that study. He said that we had started now our counseling service and were headed now in the right direction. President Gage then retired and the Dean presided. She advised us that counseling lists had been revised and that we would receive our material. The Dean then called upon various members of the faculty who explained different courses. The outstanding remarks were:

1. advanced composition may be taken for one or two hours credit. If taken for one hour it is to be applied on the radio work.
2. Radio: It is necessary to take voice and diction if one expects to study radio.
3. The course in story telling may not be taken without child literature.
4. The camp-counseling course will be given second semester.
5. Dr. Bernard announced that the three-hour family course and the home management course should be taken as a unit the first semester.
6. Current economic problems is taking the place of advertising.
7. The business dept. requested the privilege of talking to all advanced students. Due to the great number of business students not many liberal arts students could be accommodated in the typing.
8. Dr. Garnett announced that to teach kindergarten and primary in Iowa and Illinois the student must take teaching of reading. She should also be able to play the piano. In the Illinois course the student must begin her teaching work in the freshman year and must take math, Humanities, science and social science.
9. Miss Hankins explained the objectives of the Virgil class and the Greek and Roman civ. Classes.
10. Miss Gorden explained that she would like the students in the speech dept. to take modern dance instead of pantomime.
11. Miss Kassmussen said that any student having a conflict with humanities on Tuesday at 11, would be taken care of by her department.
12. Dr. Thomas expressed the hope that music majors might take the humanities.

Mr. Motley spoke briefly on our reception of the 250 freshman.

Meeting Adjourned.

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Kathryn Hankins, Sec.

Dr. Works spoke with some feeling saying that we cannot be simultaneously a Home Economics school, a Business School, and a Liberal Arts college. If the tendency is toward not making any changes at all, then why bother the faculty with research work. The large proportion of students that we lose at the end of the sophomore year, really puts us in the Junior college class. We have to settle first what we want to be. Dr. Works recommended a book -education for use- by Dr. Dodds of Princeton.

President Gage raised the following questions:

Can Home Economics and Commercial work be integrated in a Liberal Arts college?

Dr. Works:

If you wish to retain Business for a four year period, the training should be more fundamental than is given now at Lindenwood.

President Gage:

What contribution can be drawn from Home Economics and integrated with Liberal Arts?

Dr. Works:

Liberal Arts must come in contact with all the major fields of life. A student must have both physical and biological sciences.

President Gage made the following remarks:

The Curriculum committee should make new things available to the Faculty

Institutional Research should go into anything regardless of fear

Dr. Works raised the question as to General Biology being a regular requirement.

Dr. Talbot spoke on the feasibility of General biology as a required course.

Dr. Feenster spoke on the feasibility of the "umanities course being required" -- it gives a common background of knowledge to build on.

Dr. Bernard asked about the feasibility of giving a liberal cast to vocational subjects. Dr. Works replied that one does not then give a vocational subject in the correct sense.

At nine o'clock the business meeting adjourned and administration members came to join with faculty members in a social hour. Refreshments were served.

The meeting adjourned

Secretary

## Minutes of the Faculty Meeting

The members of the Instructional Staff met on Jan. 27, 1944, Dr. Gipson presiding. After roll call the Dean explained the reasons for the meeting.

1. Dr. Gipson expressed her thanks to the faculty members who had turned in reports answering her questionnaire. All did not comply with the request.
2. Early exams were necessary in some cases. Dean Gipson thanked the faculty for the extra work entailed.
3. Faculty should check Monday afternoon's absences against a list posted since one-third of the students were out on the Bond Drive.
4. Faculty members should make out cards and sign them for books taken out of the Faculty house.
5. Dean Gipson called attention to the fact that never before had so many students requested more schedule hours than ordinarily allowed. She felt that in most cases, the faculty advisors had carefully weighed the situation.
6. Dean Gipson presented the question of students who should not return because of poor work. Names should be presented to her privately prior to this meeting. A few names were suggested and the student's ability discussed.

Doris Hercules

Frances Hampson

Minnie Anderson

In the case of the last named, it was believed that in spite of her poor grades there was some hope for her, since she exhibited qualities of leadership. Dr. Dawson, her counselor, spoke for her. Miss McCoy mentioned Coraine Westfall.

7. The dean spoke with much feeling on the question of cheating. Complaints had come to her from the students themselves. She mentioned various kinds of cheating and asked us to do very careful proctoring to prevent this from happening. The question then arose as to what action the faculty wished to take if a student were caught cheating. It was felt that the loss of all credit in a course, particularly if it were a five hour course, would be a drastic penalty. The following motion was made and carried.

A student caught cheating in an examination or test receives an F for the examination. The proof of the cheating must be clear cut.

Miss Hankins made a report as treasurer of the Faculty.

The Meeting adjourned

Secretary of the Faculty.

## MINUTES OF THE FACULTY MEETING

February 17, 1944

The members of the instructional staff met at 11 o'clock in Room 225. Dean Gipson presided. The reason for the meeting was to vote upon membership in Alpha Sigma Tau and Alpha Mu Mu. Dean Gipson presented a list of 22 names for Alpha Sigma Tau. The faculty voted to make a break in the list after one hundred twenty-two points. The faculty voted that a liberal interpretation of the Constitution regarding three consecutive semesters of work which allowed Betty Jean Schroer to be included in the list. The Alpha Sigma Tau list is as follows:

|                    |     |
|--------------------|-----|
| Caroline Levy      | 155 |
| Mary Ann Parker    | 150 |
| Elizabeth Tabor    | 150 |
| Jane McLean        | 140 |
| Jean Paulson       | 140 |
| Emma Leu Hannis    | 134 |
| Nancy Nagl         | 131 |
| Betty Jean Schroer | 131 |
| Marian Erlandson   | 130 |
| Jo Ann Butters     | 124 |
| Frances Watlington | 123 |
| Patricia Youmans   | 122 |

These girls were unanimously elected by the faculty into Alpha Sigma Tau.

The following students were recommended by Dr. Thomas for pledging in Alpha Mu Mu:

- Colleen Johnson
- Doris Jones
- Jean Lohr
- Reva Niemann
- Katherine Pemberton
- Lillian Preuitt

These girls were unanimously elected by the faculty into Alpha Mu Mu.

The Dean urged us to watch absences very carefully; to get in all incomplete grades; if necessary some conditional grades may be deferred for a little while. She stated that students are privileged to know their grades and why. A grade once given should not be changed. She stated that there were a great many requests on the part of the students to be absent. Whether or not the student presents an excuse does not make up the work. The Dean warned us about making promises to students about early final examinations and that we are not to say there will be no finals. She also stated that it was rather late for girls to be changing courses, and that the counselor should



see to it that students stick to the courses that they have chosen.

The Dean announced that the page proof for the new catalog was in her office and should be checked over by the faculty. She stated that there would be sent out in a short while to the faculty a paper containing a great many questions on which we were to express our opinion. She asked us wherever possible to arrange a year course for a and b so that students dropping a course at the end of a semester would not lose credit.

The meeting was adjourned.

*Kathryn Hankins*

Kathryn Hankins, Sec.

## Minutes of the Faculty Meeting

A meeting of the teaching faculty was held on <sup>(May)</sup> Wednesday the 10th in room 225 at 11:55, Dean Gipson presiding. The Dean made the following remarks:

All students should be notified about low marks immediately.

Orders for text books to be used next fall should be in before teachers leave. No books should be ordered for present use as it is now a little late for that.

Dr. Works will meet with the faculty on Thursday evening at seven o'clock.

May the 24th. is the date for pre-commencement prizes and announcements.

There will be no classes on the afternoon of Thursday, May the 25th.

Requisitions are due in a few days.

Commencement events are as follows: Art Exhibit; Horse Show at 10 A. M. on Saturday; The Alumnae on Saturday afternoon and dinner at which time the Seniors are to be inducted into the Alumnae; a student concert on Saturday evening; B. Sermon on Sunday morning at 10 o'clock; Alpha Sigma Tau Tea Sunday afternoon; Vespers on Sunday evening by the Junior class; Commencement on Monday

If there are certain students that you think should not return, leave the names with the Dean.

Letters about the curriculum written to the President should be shown to the Dean.

The following students have been granted the right to have early exams: Twilla Graham, Jessianna Horn, Hildegard Stanze L. A. Arnold; these exams are to be taken on Friday and Saturday.

Dean Gipson then read the list of candidates for the Bachelor of Arts degree, The Bachelor of Science degree, and the Bachelor of Music Degree. She reported that Martha Abend was one point below the required number of points for the Bachelor of Science degree. Miss Staggs moved that Miss Abend be granted her degree. The motion was seconded and carried. It was then moved that the entire list be accepted upon consideration of their finishing their work. Motion was carried.

Dean Gipson then read the list of candidates for certificates. Dr. Thomas felt that we could not deny Miss Hirst the right to take the examinations, but it was his conviction that she could not pass.

Miss Hirst had left school to enter the Municipal Opera Chorus. Dr. Garnett announced that Ernestine Brown could not complete the course for the Elementary certificate.

It was moved and carried that the list be accepted on condition that all work was finished.

Dean Gipson then read the list of those to receive Diplomas. It was moved and carried that the list be accepted as read upon condition that work was finished.

The meeting adjourned

*Kathryn Hankins*

Kathryn Hankins

Secretary

## MINUTES OF THE FACULTY MEETING

The Teaching Faculty met on Thursday evening, May 11, in the Library Club Room at seven o'clock. President Gage presided. The President opened the meeting with a few preliminary remarks. Regarding our general studies this year, he said that many studies have significance -- some we can work with, some we can not, and some we shall implement into our course of study. He remarked that at the meeting in Peoria, which he had just attended, he had made the statements -- first, that an executive fiat is not a good way to get things done in any school; second, a better way than this is by a majority vote, but he added that this way is not an excellent one or the best one; third, that the best way to get things done is by a common understanding. This avoids paralysis. The President further stated that by these remarks he had set before the Faculty the purpose of the meeting. He then called upon Dean Gipson to open the meeting.

Dean Gipson said that according to our new plan for general education with the Humanities course required and Biological Science required, together with other required subjects in the first two years, there was not much time left for Music, or Art. (2) Dr. L. Bernard will offer more than one section of Sociology. The course will be changed from a five hour course to a three hour course. It will be given at nine and ten on Monday, Wednesday, and Friday. He will also open a course in Anthropology which will be open to Sophomores who have a good record without any prerequisite. Dr. Bernard will also offer a new course, called -- "War, Its Causes and Consequences." This will be given at eight o'clock Monday, Wednesday, and Friday. The prerequisite is one course in History or one in Social Science. Another course which he will present the second semester will be called the "Problems of Peace" to be given at nine o'clock Monday, Wednesday, and Friday. Dr. Bernard had been engaged as a part-time teacher.

Dean Gipson then called upon Miss Staggs to give a report on what the Home Economics course can accomplish here at Lindenwood. Miss Staggs stated that the department cannot make complete dieticians nor prepare students to teach Home Economics (due to Smith-Hughes laws) She stated that the department could prepare girls first, for Homemaking, and second for jobs in business in both Clothing and Foods. Miss Staggs report is appended.

Dean Gipson called upon Dr. Carnett for his experience in getting our Home Ec Students jobs to teach. He stated that his records show that two out of every twenty students have taught Home Economics. In view of this fact, he believed that the eighteen hours of work necessary to teach Home Ec. could be better put along further lines of study, and that a girl who wishes to teach Home Economics might just as well be told that a University could best complete her work in that field. He felt that this was the only honest thing to do since we are unable to qualify for the Smith-Hughes Law.

Dean Gipson then spoke of the close connection between the Home Economics department and the Art department. She asked Miss Rasmussen to show that connection. Miss Rasmussen said that since she had taken some special work with Madame Lydyne in New York, that she had had the draping of forms as a part of her work in the Art Department. There is, she said, a logical connection with sketching costumes and the draping of figures. Dean Gipson gave the idea that it might be possible to have Madam Lydyne for a longer period each year.

President Gage then asked for a general discussion regarding Miss Stagg's report. The consensus of opinion was that in the scope of our general education program the sensible thing to do was to adopt Miss Stagg's report. It was moved and seconded that the Home Economic's report be accepted as presented by Miss Staggs. The motion carried.

President Gage then asked Dr. Works to speak. He opened by saying that everyone can be a member of a research committee who has a problem to work on. He stated, as we know, that our heavy loss comes from the Freshmen Class, because of which, he hoped, that Dr. J. Bernard would continue her study of transfers. In the year 1942-43, we lost sixty percent of the Freshman Class. This entailed also a loss of money in getting new students. Our institution seems dominated by the first two years. He spoke of an advertisement which he had seen advertising Lindenwood as a two-year college, and he questioned whether or not such advertising was wise. He expressed the hope that there would be a different use of scholarships since the college has more students than it really needs. His idea was to get larger scholarships and give them to girls coming from families of medium financial standing. He thought that we had made considerable progress in our counseling. He expressed the wish that Miss Lear would follow up her work this year with a study of the records

of those who transferred into the college. He then gave a statistical report comparing Lindenwood in the natural and social sciences with the work done in those subjects at Knox College and Oberlin. He stated that the emphasis at Lindenwood is light on science. He thought that there were two problems before us: first, to see that the student gets a breadth of knowledge; second, that he gets a sufficiently intensive study of a limited area with a sequence of courses for majors. He made the statement that the liberal arts college has not integrated music and art. He thinks a problem that we have before us is how to offer participation in music in such courses as music history, and appreciations. Dr. Thomas stated that in very small classes the student did get participation, but this refers to very few students.

Dean Gipson proposed that we put in writing and lay upon President Gage's desk any suggestions for topics to be discussed in the fall when the teachers convene for preliminary work.

The meeting adjourned.

Secretary of Faculty

*Kathryn Henkins*

Kathryn Henkins

## MINUTES OF THE FACULTY MEETING

The instructional staff met Sunday morning June the fourth to elect the members of Alpha Sigma Tau. Dean Gipson presided. Dean Gipson read a list of proposed names prepared by the committee so appointed. Dr. Dawson proposed that the first eleven names on the list be accepted, making the break at 100 points. The motion was seconded and carried. The following students were then declared elected to Alpha Sigma Tau.

|                      |         |        |
|----------------------|---------|--------|
| Eileen Murphy        | I49     | points |
| Mabel Wilkins        | I38     | "      |
| Ruth Wilson          | I29     | "      |
| Ann Gottlieb         | I29     | "      |
| Ida F. Lewis         | I27-1/2 | "      |
| Delores Thomure      | II9     | "      |
| Hildegard Stanze     | II3     | "      |
| Virginia Moehlenkamp | II3     | "      |
| Mary Eliz. Herd      | I07     | "      |
| June Schatzmann      | I05     | "      |
| Irma Schaefer        | I00     | "      |

Dr. Thomas reported that the local chapter of Alpha Mu Alpha Mu had finally decided to put in force a recommendation of Mu Phi Epsilon to the effect that at the close of the Freshman year, honor music students would be eligible to membership in Mu Phi Epsilon, hence there would be no further need for Alpha Mu Mu and it was being discontinued.

Dean Gipson urged the faculty to order books for the the fall session very liberally. Dr. Garnett asked if it would be possible to know how many students were registered in the upper classes. The Dean replied that the office did not have time for Tabulation, but that faculty members might consult the schedules in the office.

After asking the faculty to be sure that summer addresses were in her office, she thanked the faculty for the year's work and declared the meeting adjourned.

Kathryn Hankins  
Sec. of the Faculty

Eileen Murphy 149  
Mabel Wilkins 138  
Ruth Wilson 129  
Ann Gottlieb 129  
Ida Frances Lewis 127  $\frac{1}{2}$   
Delores Thomure 119  
Hildagarde Stange 113  
V. Moehlekaup 113  
Mary Eliz. Herd 107  
June Schatzmann 105  
Irma Schaefer 100



**FACULTY MINUTES FOR THE YEAR 1944-45**

Wednesday, September the 13th.

The Faculty and Administration met for the first time for the year '44-45 at luncheon in Ayres dining hall.

At six-thirty the Linderwood family-faculty and members of their families enjoyed a dinner together. After dinner, we listened with great pleasure to a speech given by a friend of President Gage-Dr. W. R. Boyd, Chairman of the Finance Committee of the Iowa State Board of Education.

## MINUTES FOR THE FACULTY CONFERENCES

SEPTEMBER 14th - MORNING SESSION

The faculty met at 10 o'clock in the Library Club Room, President Gage presiding.

In his introductory remarks, President Gage defined an institution as a body of men joined together cooperating for a purpose. He said that the heart of an institution is the instructional staff. If an institution is oversold, the field secretaries are responsible. If undersold, they should do a better job. We would like to create the feeling that the field secretaries should be here more often. We should talk over what we honestly expect to give.

Continuing the President said, "The precious endowment of a college is its independence given by the State in a peculiar way. No exemptions like this would be given today. Colleges such as Lindenwood are private institutions, but in reality they are public institutions. As an institution, you are a part of the commonwealth of the Republic administering to unborn generations. If there is no foundation, there is no room for frills. Ornament the structure, but do not construct an ornament". Our independence is only so-called unless we have economic independence. Money does not make a college, it is only the foundation. In addition to economic independence three things are required- 1 - collective imagination, 2 - courage, 3 - patience. Define the goal. In this changing world decide in what direction we are going. If you know what you want, you can seize the opportunity when it comes."

As to our present situation, the President expressed his regret that we had lost some Juniors, that the situation as regards upper classmen is not so bright as it was in June. He mentioned three underlying causes, universities, sororities, and men. We are going, he said, against two of the strongest things in the educational world- we are not a junior college and we are not co-ed. The President called upon Mr. Motley to speak upon the subject of our patrons.

Mr. Motley said that in the final analysis it is the student who is the patron. The mothers and fathers expect the college to do for the girl what they cannot do at home. In most cases, the girl's coming is a compromise. She will come here for a certain length of time if she may go elsewhere later. We have had a hard time selling four years of college. Universities lose 40 to 60% of the Freshmen class. Here others add themselves to the upper classes, probably for vocational reasons, in the universities.

On April the first, we had more students than we could take care of - 100 on the waiting list. Then they began dropping out. We lost thirty-five or forty juniors. There are 255 new students, some of them transfers.

Mr. Motley continued by asking, "What do they have in mind when they get here? Out of our own local high school, very few meet college requirements. ( We have fourteen from the local high school ) From the eighth grade on students have taken the the bit in thier mouths. The counselors should have a written record of advice given to students in regard to what it would be advisable for them to take, not necessarily what they have to take, but at some future time this would be a valuable record for the college and counselor to have. A general education is best if the student is at all doubtful. Since most high school students are "riding high, wide and handsome", it is difficult to sell the liberal arts work alone; we must give them some vocational interest. A college education costs our girls in some cases a great deal. Mr. Motley cited one instance of a girl who in addition to her \$900 tuition, spent \$1600. \$180 a year should be a liberal allowance. The high school has let the student down educationally. They come here with definite ideas. They have gone a long way from Dr. Boyd's ideas. Mr. Motley stressed the idea of dating the information given to counselees. "Why do you students leave us?" We lost some good ones; we told eleven not to come back. There are just a certain number of people to whom the idea of a Woman's college can be sold. The movement of not going to a Woman's college has gained momentum. Girls carry home a lot of loose talk. The proximity of St. Louis is both an asset and a liability. We have reached a point where we can insist upon certain adherence to Lindenwood laws and traditions. A girl should attend class instead of lying in bed in the mornings. We must take a firm, but friendly stand and not weaken on it- that a student comes to college primarily to attend classes. We cannot move the college where boys are, but we can make <sup>our students</sup> them conform to rules. They must do the work, too, or leave.

President Gage replied that all of this takes courage. He said that our appeal as a college goes to a small proportion of the million students. If our students came from a lower economic class, they would have different ideals and attitudes.

Mr. Motley then made the following suggestion- "if a girl takes liquor , on or off the campus, she is not subject to return".

President Gage replied that if we do this it is we, not the President or Guy Motley who is responsible. We need all of your support. The personnel office should represent the conscience of the group.

Mr. Motley said he wanted Lindenwood to have the reputation of "being tough to get into - that it makes you do what the college says it will". He hoped, he said, that the instructors would be friendly, but firm, not effusive, not apple polishers.

Dean Gipson asked that the field secretaries express their opinions along the lines that Mr. Motley had been talking.

Mr. Branstetter - "The idea seems to be that a girl can go to the city and drink if she can return under her own power."

President Gage - "what is the attitude of the girls at home?"

Mr. Branstetter. "They are breaking loose here. I believe we should crack down. We have enough girls to do it".

Mr. Lewis. "Our best method is to be friendly."

Mr. Clevenger. "There was some kick back on the personnel office in that they were too strict last year."

President Gage. "We must take adverse criticism if it arises, but we must have the united support of this group. If we think a mistake has been made, talk it over, but right or wrong, a decision must be supported".

Dr. Gipson. "A statement was made last year at this time that the last thing the parents thought of was the course taken." "She asked Mr. McMurry's experience in this regard."

Mr. McMurry. "It is not my experience that the parents care little about the courses. I sell the college by making a schedule of studies and talking over possible courses."

Miss Hickman. "I believe that we should crack down. Let the student know that the rules are being held to."

Mr. Motley. "My experience is that the parents may orient the girl."

President Gage. "Criticism will reach us that we are not democratic - that we are not allowing for experiences".

Dr. Harmon. "In all our administration we must create the impression that we are fair and just".

McMurry. "We need to be very specific. The Handbook says "probation" in regard to drinking. Take out probation and crack down."

The meeting adjourned until afternoon.

President Gage appointed a committee consisting of Dr. Gipson, Dr. Finger and Mr. Motley to formulate motions regarding attendance and drinking. Dr. Finger suggested that the Secretary of the Faculty be added. It was so ordered.

The meeting was called to order by Dean Gipson at two o'clock.

The Dean made the following remarks: See your courses as they are outlined in the Registrar's office. There are some new courses being given this year. The Dean then called upon various teachers who explained new courses.

Dr. Parker spoke about Radio script writing in connection with the Radio work. The voice and diction requirement is waived in connection with this.

Miss Sheahan spoke about the course in Personal Typing and a course in Secretarial Accounting which will not, however, meet the requirement for advanced accounting.

Miss Staggs reported on a new course to be called Home and Family living. It is open to freshmen and sophomores and limited to 25 students. Such topics will be discussed as, Learning to Live With People, Learning to Live with One's Family After College, How to Budget One's Time and Energy. There will be also special problems dealing with subject of health.

Dean Gipson then introduced Dr. L. L. Bernard and asked him to make a few remarks about his two new courses. The course, War and Its Causes, is to be considered from three points of view. First, war as a social institution, Second, a political institution, and third, religion as a cause. The second course, dealing with peace, is to consider the elements necessary to make a permanent peace.

Dr. Harmon asked to speak about his new course in philosophy, which is a Grade II course. The course is to deal with the history of scientific thought in relation to philosophy.

Dean Gipson introduced Mr. Colson as the new Registrar of Lindenwood. Mr. Colson made a few remarks, asking for the cooperation of the faculty.

Dean Gipson spoke of the untiring work of Miss Cook in attempting to fill the faculty requisitions of last year. She said that Miss Cook had left no stone unturned to find the things that we had asked for.

Dr. M. Dawson, as head of the counseling group, gave the faculty a sheet of paper on which was listed the college requirement for the A.A. certificate. The sheet is appended. A few changes are evident in the requirements, but it was agreed that sophomores may follow the catalog of last year. The question regarding mathematics is left to be worked out later. This sheet is to be used in place of the list of requirements as given in the catalog. Dr. J. Bernard moved that the suggested requirements be accepted. The motion was carried. President Gage spoke then about how necessary it was to do some very careful editing of the catalog for the coming year. It was suggested that Mr. Motley needs all catalog material in November. President Gage asked Dr. Gipson

if that was a lot of work to face and Dr. Gipson replied that it was. Dr. Gipson asked if December would be too late and Mr. Motley said that it would be too late. The field secretaries supported Mr. Motley in the idea that if they did not have the catalog early in the year it meant a loss of business. Dr. Gipson promised that the faculty would work on the catalog immediately. President Gage said that a number of colleges have not printed catalogs lately but Mr. Motley maintained that each year's catalog is the contract for that year. President Gage said by the first of June we will have thought of other things to put in it for which reason we should say that the catalog is subject to change. He felt that we might have greater freedom if we could state it. Mr. Motley agreed, provided that it was definitely stated that there would be no increase in the price of tuition. Mr. Branstetter suggested that we print the old catalog by November and make a new one in the spring and summer. President Gage said, "Suppose we print the catalog with just the dates changes; would the changes imperil us?" Dr. Gipson said that changes could be made because of what she had written on page 18 of the catalog. It was finally agreed that we would meet the situation.

The faculty adjourned and the Counselors remained for further meetings.

#### COUNSELORS' MEETING

Dr. Gipson spoke first in the counselors' meeting. She reminded us that a certain kind of registration is not good, particularly when a girl carries four courses in one department. She also feels strongly that 20 hours are too many for a girl to carry, but we cannot be too arbitrary. Dr. Clevenger asked definitely how many hours a girl could carry before she had to have the Dean's approval. The Dean said she was to be sent to her if she were carrying 18 hours. The Dean also asked that any girl be sent to her whose course was very unusual. She suggested that if the parents were uncertain about a course that we should register the student for liberal arts. She mentioned errors made by the faculty in registration and asked that they be avoided if possible. The errors are - The wrong hours; mistakes in A and B courses; courses above the level a girl is supposed to carry.

Dr. Marion Dawson gave the counselors the proper material for registration, including the folder which had been devised last year. She also gave the list of counselees to each counselor. She explained that contemporary civilization will take only 30 students in each section.

A question then arose as to how the tests might be graded according to Lindenwood's norm when it had been decided that the test results were to be given to the faculty before all the students had finished taking the

tests. It was finally decided to be satisfied with the national norm. Dr. Garnett said that the Lindenwood norm would be very much like last year's.

It was felt that we would need a third section in contemporary civilization and Mr. Colson announced that it would meet at two o'clock on Tuesday and Thursday.

All material presented by Dr. Dawson is appended.

Kathryn Hankins  
Secretary of the Faculty



SUGGESTED REQUIREMENTS FOR THE JUNIOR COLLEGE CERTIFICATE IN ARTS

1. American Contemporary Civilization: 2 hours. (Required of all Freshmen).
2. English Composition: 6 hours.
3. Bible: 2 hours.
4. Foreign Language. In general, unless unusual proficiency is shown, two years of the same language, if begun in college. If the student has offered for entrance two units in one foreign language, she will be required to complete only one year of the same language in college, unless she has shown unusual proficiency in this language.
5. Humanities: 6 hours.  
The curriculum committee suggests that Freshmen showing marked deficiency in reading ability postpone taking Humanities until the Sophomore year.
6. English Literature: 6 hours.  
Masterpieces may be taken by students not wishing a major in English.
7. Sociology, Economics or Psychology.
  - a. Sophomores of this year be required to take one course in Sociology, Economics or Psychology: 3 hours.
  - b. The committee suggests that two three hour courses in Sociology, Economics or Psychology be required for the Senior College degree in Arts.
  - c. Entering Freshmen be required to take two three hour courses of the above in the Sophomore year.
8. Science and Mathematics.
  - a. Biological Science: 6 hours
  - b. A minimum of 4 more hours of a laboratory science, preferably a physical science.
  - c. Special problems for the current year:
    1. Students with 5 hours of a laboratory science should complete a minimum of 5 more hours of a laboratory science, preferably a general course in a physical or a biological science.  
In cases of student preference, the 5 hours may be taken in the same scientific field. For example, if a student has completed 5 hours in general zoology she may satisfy the requirement by taking a minimum of 5 hours in advanced zoology courses, etc.
    2. Sophomores with no science credit will be required to take only 6 hours of laboratory science this year. (In cases of transfer, the student should be warned that most colleges and universities require a minimum of 10 hours of laboratory science for matriculation as a Junior.)
    3. The committee suggests that a minimum of 10 hours of laboratory science be required for the college degree in Arts.
  - d. Mathematics: 6 hours; Logic 3 hours.  
Biology - 6 hours, would also be required for the degree
  - e. Mathematics: 10 hours.  
Biology - 6 hours, would also be required for the degree.
9. Physical Education: 4 hours.  
Juniors and Seniors are expected to take a course in physical education, unless excused in the Dean's office.

1944-1945

President Gage presided at the morning session, introducing Dr. Seaton, speaker of the morning. Dr. Seaton is president of Albion College, Michigan and previous to that he was for 20 years in New York as president of the Board of Education. President Gage said that he was responsible for the building of a liberal arts college at Albion. A great portion of Dr. Seaton's paper was based upon 40 inquiries sent out. Twenty were sent to presidents of colleges and 20 were sent to deans. There were 38 replies. The questionnaire asked for new plans in liberal arts colleges, relative to the following points:

1. Mathematics and physical sciences.
2. What to do with the liberal arts.
3. Terminal courses.
4. Will the veterans make two type colleges.
5. Adult education as part of the college.
6. Personnel.
7. Internal organization.

1. The questionnaires showed that there would be very little difference in the mathematics situation. Only two colleges expected to continue the Army method of instructions. There was not much change in views regarding mathematics. President Seaton told about a course at Albion in physics called, Physics for Every Day Living, or Household Physics. He stated that he had the course for about five years and he considered it a very valuable course. As to whether or not it would receive credit elsewhere he was not at all concerned..

2. The questionnaires showed most sweeping changes. Three Michigan state colleges were placing increased emphasis on liberal arts, attempting to sell their courses in the light of recent events. They all expressed faith in liberal arts, because of a long prospective past and the present and because after all this is just one world in time and space.

3. The questionnaire showed there were some terminal courses. They have only a limited place in regard to post-war education.

4. Two different ways are possible. First, parallel courses, Second, shorten the term by summer courses. President Davidson of Knox reported that they were using freshman tutors and that one-fourth of the time of the freshman was taken by the tutor.

5. There were vague answers concerning this question. Colleges in small towns do not have much call for adult education.

6. In most of the colleges the personnel department was well developed. Counseling was considered by most the heart of the institution. Grinnell College has given special attention to its guidance department.

7. There has not been, according to the answers received, a great deal of change in schedules. Divisions became popular a number of years ago. One college recorded a divisional council. The heads of divisions, members of this council, meet with or without the president and the dean. They make their recommendations to the president. Dr. Seaton believes that this divisional council is of some help.

#### Observable Trends Deduced from These Reports: -

1. There is a general opinion that admissions must be more flexible; that tests must be supplemented in some way.

2. Methods will need to be reviewed. What about Army methods? Is a leisurely pace better than acceleration? The Army asks for too much too soon. Some acceleration will be necessary for a few years but we should make better use of old material in the catalog. As to new material it should concern citizenship and health. There should be better personnel.

3. Relations with teachers on the part of the student should be both formal and informal. A professional setup of counseling did not work so well.

4. Search for the right answers is most hopeful. We have the questions of the novelty of the hour versus the wisdom of the ages.

President Gage then opened a general discussion by asking about the course in household physics. Dr. Seaton felt that this course should transfer since it has a laboratory but it does not have as much math as the regular physics course.

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The following questions were asked Dr. Seaton. How many graduates at Albion? Answer, 160. How many transfers in? Answer, 25 or 30. Dr. Works remarked that there was usually room in the upper story, but Dr. Seaton said there was not so much room. Dr. Finger asked Dr. Seaton to explain the freshman tutorial system. Dr. Seaton explained that the student takes regular work and is helped by the tutors. President Gage asked about the divisional council. It is composed of five men who are heads of the divisions, their chairman being elected by the five. It constitutes a kind of committee on improvement in the institution. The faculty meets once a week and every other week there is a report from this committee. President Gage asked about the relation between the medical department and the physical education department and Dr. Seaton said he re-

gretted that there was not a closer relationship. Dean Gipson asked about the correlation of fine arts and liberal arts. He said they gave no degrees in music but a student could obtain a music major with an A.B. The graphic arts and home economics together make one division. They give no degree in home economics. A question was asked about sororities. Dr. Seaton would abolish them if he could. In regard to acceleration he believes that there is a failure to recognize individual differences. Miss Gordon asked about the relation between the speech department and freshman English. Dr. Seaton explained that two hours of the freshman English course was given to composition. One hour was devoted to speech, really oral English, which was taken over by the speech department. Miss Wurster asked about the language requirement. If a student has had three years in high school he may take one more year of the same language, otherwise he would take 16 hours of a new language.

The meeting adjourned.

AFTERNOON SESSION

SEPTEMBER 15, 1944

President Gage presided. President Gage at first introduced Elizabeth Dawson as Dr. Dawson and asked her to make a few remarks. Dr. Dawson felt that one of the very interesting things Iowa University is doing in English is to accept creative theses for the Doctor's work. Dr. Gage asked her about a difference of opinion at Iowa University which had caused the resignation of one of the professors. Dr. Dawson felt that the department had gone too far in the direction of vitalizing the department, making it too immediately practical instead of liberal.

The President then introduced Mr. Colson as our new Registrar.

Miss Isaacs made a report upon her summer study at the University of Chicago. She expressed her appreciation for the scholarship and then began her report on remedial reading. It is a field, she said, that is being well studied now, a technique is being developed. Remedial reading should be considered a developmental subject for content fields. She stated her problem was to investigate this subject and then apply it to Lindenwood. She studied under Doctors Gray, McCaw, and Anderson. Dr. Gray conducted the seminar course. She also attended the seventh annual reading conference which consisted of lectures, forums, and seminars. The trend is away from remedial to developmental. Dr. Gray says the important thing is one's reaction to reading. In a course such as this the emphasis is upon four things, - Reading, Speaking, Writing, Listening. Miss Isaacs says there are three choices for a college that wishes to develop such a course. First, remedial classes; second, a clinic; third, complete individual attention. She recommends a combination of all three for Lindenwood. She suggests we could call it a reading course or developmental reading, to avoid the stigma of remedial.

Miss Isaac stated that she felt that this work in remedial reading should be an outgrowth of the Personnel Office rather than departmental.

She suggested that the second semester there might be room for upper classmen.

Dean Giffon stated that such a course concerns the whole faculty.

Dean Giffon recommended that this course be required of ~~all~~ students who fall below a certain norm.

W. Garnett warned against overloading those students who will be poor in English as well as reading.

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Miss Isaacs' report is appended. Miss Isaacs felt that we could not recommend any certain level at which the reading course should be required but that we wait the results of the tests in reading since only a certain number of students can be accommodated in the course. It was moved and seconded that we require reading as a course for those who show lack of ability in the reading tests. A discussion followed. Who is to recommend the student for the reading course? Working through the personnel office the counselors will receive a list of those who need reading. The attempt will be made to avoid any stigma. Dr. Garnett suggested that instead of a reading course we call this a Study Improvement course. Mr. McMurry suggested that we call it a Study Technique course. Miss Karr suggested the term Reading Methods. Mr. Motley moved that the motion be amended by calling the course Study Technique and that we give one hour's credit for it. The motion carried.

Dr. Gipson made a request that the faculty and administration be very careful to answer all invitations to student social affairs.

Mr. Colson announced the registration of upperclass students from 8 to 11:45 on September 20, 21 and 22. Heads of departments were asked to be in the Library on September 25 and 26.

Dean Gipson invited faculty and administration to a tea on Monday, September 18, at the Faculty House.

Mr. Motley announced that no student was expected until the 19th. He asked the faculty to offer cars for transportation. He said that the college intended making every effort to house and feed the students properly. Mr. Motley made a plea that we give every consideration to the heads of halls. He asked the faculty to appease the students in regard to room situations. He said it was his policy to hold off for two weeks before changing rooms.

Dr. Finger announced that 40 student counselors would be on hand Tuesday, the 19th. Dean Gipson repeated Mr. Motley's plea to give every consideration to the heads of halls. Dean Gipson then called upon Miss Staggs to explain the arrangements for the reception to the students on Monday night. Miss Staggs explained the details and told each member of the staff where he was supposed to receive the students.

Mr. Motley moved that henceforth meetings of the staff be designated by the two words -"Faculty" and "Administration".  
Mr. Finger asked Miss Miller to make a report on the Personal Appraisal Clinic. Miss Miller reported that this committee would consider budgeting for the students, clothes, style of hair, and hygiene. At stated intervals specialists would come from St. Louis. She asked the faculty to make a report on a Referral sheet, with which we would be provided. Faculty members, in talking to the student, would suggest to her that she might like the advice of this clinic. A duplicate copy should be sent to the personnel office. Copy of the report is appended.

Dr. Talbot reported on her scholarship work at the Michigan Biological Station, which consisted of field work in biology. She spoke with great interest of her courses but was especially pleased to have had this contact with other biologists to whom she had the opportunity of talking concerning requirements and methods in biology. In addition to her courses she carried on her special study of ants.

Miss Rugaard reported on her scholarship work at Chicago University, stating that she was there for a full quarter. In subject matter she studied Food Chemistry, Biological Chemistry, Organic Chemistry, and Nutritional Dietaries. She also attended the National Home Economics Conference at Harris Institute. She spoke with great interest of the work in the food research laboratory, where they made a study of white rats, to which calcium was fed in varying degrees with the purpose of formulating a diet for children.

Miss Colson reported on her scholarship work under Rudolph Ganz in Chicago. There were 25 members in the class and in addition to the class she had private lessons under Dr. Ganz. She spoke with enthusiasm of his work and reminded Dr. Gage and Dr. Works of their meeting with Mr. Ganz.

Miss Sheahan reported on her scholarship work at Columbia University, New York. She spoke with enthusiasm of a course called, "New York as a Social Center", in which they studied housing, help and sanitation problems by taking various trips throughout the city of New York. She had two other courses, Curriculum Problems in Business and The Principles of Economics.

Dr. Garnett gave a very interesting report on the sophomore testing program. One most interesting point connected with his paper was that the students whom we have retained show a slight higher average than those who have left.

Due to the lateness of the hour it was moved and seconded that Dr. Finger delay her report until Saturday morning.

The motion carried.

It was also moved and carried that we meet at 9:30 instead of 10:00 Saturday morning.

The meeting was adjourned.

*Kathryn Hankins*  
*Secretary*



The staff met at 9:30. Dean Gipson presided. Dr. Finger gave her report on the Workshop at Minneapolis. She spoke of the various colleges represented, of the different speakers, and gave in outline form some of the vital questions which were discussed. The report is appended. She said that the plan for next summer was to have 3 workshops in various places for the greater convenience of those who attend. She aroused much interest in her report about graduate examinations. Dr. Works asked if they ever succeeded in defining divisional majors. Dr. Finger considered a conference held after the Workshop of very great importance, since representatives of various countries spoke on post-war education.

Dr. Clevenger made a plea that the faculty make every effort to do something for children in the War Chest Drive which comes in October. Dean Gipson asked that we have our catalog material ready in three or four weeks, handed in typed or take the page from the catalog making the changes directly on the page.

Dr. Gage spoke again of the consideration due the heads of halls. He asked them particularly, as well as all of us, to respect the confidence of the students.

President Gage then called upon Dr. Works, saying that he had not put him on the program but that he knew that Dr. Works would be a sympathetic listener and would make some kind of a report to us. Dr. Works made the following report: *Work to be undertaken*

1. The place of the social studies in the curriculum of Lindenwood College (Dr. Clevenger reminded me after the meeting that he and Dr. Bernard make a report on this phase last spring.)
2. Language preparation of freshman entrants and the subsequent work they do in foreign language.
3. Mathematical preparation of freshman entrants.
4. Continuation of study of the work begun by Dr. Bernard on the loss of students.
5. Continuation of the sophomore testing program begun by Dr. Garnett.
6. Study of the results of the developmental work in reading. This might be set up by Miss Isaacs on a semi-experimental basis.
7. A review of the results of the first year of work in Humanities might well be made.
8. Dr. Lear has made a study of advanced standing students. This might well be expanded to include a comparison of the records of transfer students with those of native students.
9. The results of Miss Hankins' study of specialization by liberal arts students should be reported to the committee.

Dr. Garnett announced that we are not cooperating with the National Organization on the giving of the A.C.E. tests, when we give them in May and the proper time is March. In this way we do not get the benefit of having our grades scored. It was therefore moved and carried that we cooperate fully with the American Council and send in our score so that we may be a part of the program.

President Gage announced that Alonzo Jones of Warrensburg is to be invited to speak to us. Two motions were then presented to the faculty, which had been prepared by a committee. The first motion concerned attendance. It was moved and carried that "Attendance at class is required. In general, excuses will be given only for sickness. All other requests for absences must be passed on by the attendance committee. Only absences of the utmost urgency will receive consideration."

The motion concerning alcoholic beverages was then presented. It was moved that - "Lindenwood College prohibits the drinking of alcoholic beverages while a student is enrolled in the college, at any time or place, whether on or off the campus. A failure to conform to this rule will be sufficient evidence for any student to be asked to withdraw from college." The following people made remarks upon the motion - Dr. Parker, Dr. Clevenger, Dean Gipson, Miss Wurster, Miss Mottinger, Dr. Feemster, Dr. Harmon, Mr. Motley. The motion was carried.

The following motion serves as a rider to both the motion on attendance and on drinking: "Administrative officers with the support of the faculty are charged with enforcement of these rules of which students should be advised presently." This motion also carried.

President Gage reminded us that what is done in regard to college policies is our decision. It is not the decision of one administrative officer - it is ours.

The meeting adjourned.

*Kathryn Hankins*  
*Sec. of the Faculty*

MINUTES FOR THE FACULTY MEETING

NOV. 17, 1944.

The faculty, both administrative and instructional, met on Friday evening, Nov. 17th at 7:30 o'clock in the Library Club Room.

President Gage opened the meeting. He called upon the Secretary for any unfinished business. There was none, but the Secretary reported as follows on the financial standing of the treasury.

|                                  |                 |
|----------------------------------|-----------------|
| Amount carried over from 1943-44 | \$63.61         |
| Amount collected up-to-date      | \$102.00        |
| Amount on hand                   | <u>\$165.61</u> |

The Secretary also reported that there were a few bills outstanding and also some dues still unpaid.

President Gage then called upon Dean Gipson who made the following remarks:  
 Contrary to custom the Thanksgiving offerings will be collected in the dormitories. There will be a box in the Dean's office for the Faculty. It is hoped that the Faculty will contribute generously.  
 Please hand in reports on counselees, especially on those students who are weak and will be coming into the Dean's office. This will be of great assistance to the Dean in talking with them about their low grades. There is a complaint that students are staying overtime for tests and so missing some of the next class. Be sure that students are not excused at the holiday time.

President Gage called upon Miss Hankins to read the minutes from the Teacher Education Committee which had met the day before.

Miss Hankins read the following:

"In the discussion of the need for a social science course, several ideas were put forward as to how we might improve the teaching of the principles of government while a general course in social science is in the making.

One idea was that since the majority of Freshmen take the Humanities course in the Freshman year, that American Contemporary Civilization be a follow up course in the second year, or sophomore year.

Another, to raise the Social science requirement for the A. A. degree to six hours including a three hour credit course in the study of government with that of Sociology, Economics, and Psychology.

Since the catalogue says that American Civ. is

suggested for the first year, Freshmen could take Civ. either the first or second year according to reading ability as shown by the tests. If a student takes Humanities, Civ. could be postponed until the sophomore year.

The consensus is that American Civ. may be taken either the freshman or sophomore year."

President Gage then called upon Dr. Bernard to summarize the discussion in the committee concerning Amer., Civ. Dr. Bernard merely enlarged a bit upon the notes presented by Miss Hankins.

President Gage said that the faculty had voted in the fall conference, when they voted upon the list of A. A. requirements to require Civ. It had been so revised in the catalogue for next year. If that is to be changed, then the faculty must take action now. The question was then put to the faculty. Dr. M. Dawson moved that the catalogue be revised to read that Amer. Civ. may be taken either the Freshman or Sophomore year. Dr. Thomas seconded the motion. The motion carried.

Dr. Garnett raised the question as to whether it was fair to allow transfer students to be excused from Civ. and force our own Sophomores to take Civ. The same thing would be true, Dr. Garnett said of the Humanities being required of our sophomores when transfer students might be excused from it.

Dr. Works replied that after all it is the quality of a student's work that we are interested in that such a minor adjustment of an hour or so of work should not make any vast difference. It was his idea that incoming sophomores should take Civ. unless they had had its equivalent. Also in the case of Humanities, a course in European history should excuse a Sophomore from Humanities. President Gage asked Mr. Colson's opinion in this matter and he said that he would be inclined to excuse a student under conditions as cited.

Miss Hankins gave a report on the seniors of 1941 and 1942 showing the number of majors in each department, the average number of hours in the major, the extreme cases of specialization and the fields in which the student was wholly lacking. The fields that showed the least study were the sciences, music, art and home ec. The conclusion seemed to be that over specialization at the cost of omissions in those fields was not good. However, with the new emphasis on general education and an increasing awareness on the part of the counselors, it was to be expected that such "lacks" would not show up in future studies.

Miss Isaacs gave a report on the class in Study Techniques which she is teaching. The report is appended. Dr. Bernard gave a report on our absence systems comparing the old plan of 1941 with the new plan of 42-43. The report is appended.

The meeting adjourned for a social session.

Kathryn Hankins  
Secretary

*Kathryn Hankins*

## MINUTES FOR THE FACULTY MEETING

January 10, 1945.

The instructional staff met on Friday evening, January 10. Dean Gipson presided in the absence of the President. The Dean explained that originally this meeting had been planned for just the counselors, but that President Gage wished all of the instructional staff to be present. The Dean called on Mr. Colson to explain any changes relative to registration for the second semester.

Mr. Colson showed a copy of the new schedule cards, buff in color, to correspond with the color of the course cards. He said that due to some confusion on the part of faculty members in writing out abbreviated names for courses, he was asking that they write out the complete title of the course. The new feature of the schedule is a place for the course number and credit which he hoped that they would pay particular attention to.

Continuing, Mr. Colson said, "Registration by counselors takes place from the 15th. of January to , or through the 22nd. Course cards are to be given out from 3 to 5 p.m. in room 104 on the 23rd., 24th., and 25th. of January. Second semester schedules are due in the Registrar's office by the 22nd. of January. Mr. Colson then read the list of changes in the schedule and Faculty members marked their copies of the schedule. Counselors were instructed to keep students in the same sections as far as possible.

Regarding the question of preregistration for next fall, Mr. Colson said that there would be no printed schedule by spring, but that counselors would have several copies of a mimeographed schedule.

The faculty decided to begin registration for next fall at least by May 1st.

Dr. Dawson made the following announcements to the counselors:  
The registration conference to be held next with counselors is No. four. No report is due to Dean Gipson on this, but this conference must be written up in the manilla folder. The next conference comes at the end of the first five weeks; at this time it is necessary to see only those students making I's and F's. A list of students making these grades will be furnished from the office.

The conference with low grade students must be reported to Dean Gipson on the new blank provided for counselors. This report must be made out in duplicate - the second one being for the Personnel office.

The next conference will be No. 6. At the close of the first nine weeks period interview all of the advisees. This means, of course after the grades are known. The poorest students are to be seen first. The last conference, No. 7 is for spring registration.

The question was raised, "From whom do the students receive their grades?" They have the right to ask the grade from their instructor. Grades are also given out by the counselors.

Dr. Dawson then presented the blank that is sent to the parents of prospective students. A lively discussion followed as to the form of the blank and the questions asked. Mr. Motley moved that the counseling committee together with the Dean's office work on a new blank. Dr. Clevenger amended the motion to the effect that a sub-committee bring recommendations to the committee. Mr. Motley accepted the amendment and the motion was passed.

Dr. Dawson then referred to the A. A. requirements passed upon by the faculty in the Fall. A discrepancy was pointed out in regard to the Math requirement. It was moved and carried that the Math requirement be referred to the Curriculum committee to be cleared up.

The meeting adjourned for a social session, Dr. Dawson and Miss Hankins were hostesses to the Faculty.

Kathryn Hankins  
Secretary

*Kathryn Hankins*

MINUTES OF THE FACULTY MEETING

JANUARY 24, 1945

The Instructional staff and the Administrative Council meet in the Library Club Room at five o'clock. President Gage presided.

President Gage announced that we were called together to hear a report by Dr. Gregg and to hear from the Curriculum Committee a report on the science and math requirements, and also a recommendation from that committee.

Dr. Gregg's report showed the lack of reading in various fields on the part of the present Freshman class. The report was based upon the checking of books listed in Dr. Gregg's handbook of classified books. The complete report is appended.

Various members of the Faculty commented upon this report to the effect that Freshmen work would correct this state of ignorance and that there might be something said concerning the choice of books that Dr. Gregg had made.

President Gage then called upon Dr. Gipson to report for the curriculum committee. Dr. Gipson read the statement on science and math requirements. It is as follows:

For the Junior College Certificate  
and the Senior College Degree  
"Science and Mathematics

a. Biological Science-----6 hours

b. Physical Science-----6 hours

or

Mathematics --6hours

or

\* Mathematics-----3 hours --- Logic --- 3 hours

\* If two and one-half units or more of Mathematics have been presented for entrance.

Dr. Gipson stated that it was the policy of the college to allow students to keep the curriculum under which they entered college. She explained that this is the only fair thing to the students.

He announced that in this transitional period six hours of biological science meets the requirement.



This new ruling goes into the catalogue for next Fall and students entering then come under the rule.

Dr. Gipson then made the following recommendation from the Curriculum Committee:

"The American Contemporary Civilization Course shall be elective rather than required."

President Gage said that the adoption of this motion by the Faculty would help things from the Administrative point of view. It leaves the matter of a general social science course to be worked upon. The President continued by saying that the matter rested with the Faculty and could be best dealt with by a motion which would open the question for discussion.

Miss Hankins moved that the recommendation of the Curriculum committee be adopted. Dr. Dawson (Marion) seconded the motion. The motion carried. Thus American Contemporary Civilization becomes an elective course and not a compulsory one.

The Secretary reported that a letter had been received from Mrs. Garnett thanking the Administration and the Faculty for flowers sent to her.

The secretary asked that two members of the Administration and five members of the Faculty pay their dues.

Since the other reports prepared were long, it was decided to postpone them for another meeting.

The meeting adjourned.

Kathryn Hankins

Secretary

*Kathryn Hankins*

# MINUTES OF THE FACULTY MEETING

FEBRUARY 21, 1945

The teaching faculty met on February 21, at 11:55 o'clock in Room 225, Roemer Hall. Dean Gipson presided.

Dean Gipson announced that the main object of the meeting was to elect the Alpha Sigma Tau girls. Previous to reading the list, she made a few announcements, which are as follows:

Some field trips that had been taken by students and faculty had not been reported. The Dean explained that she did not wish this information just to keep track of the girls, but that the number of trips taken was really a part of the educational record.

The Dean asked that wherever possible, all conditions and incomplete grades be worked off.

The Dean announced that there would be an Administration and Faculty meeting on Tuesday evening, the 27th in the Library Clubrooms. She also announced that faculty members could bring their Red Cross contributions to the Dean's office.

Dean Gipson then called upon Dr. Parker to read the list of candidates for Alpha Sigma Tau. Before reading the list, Dr. Parker explained that according to the constitution of Alpha Sigma Tau, 22 new members could be elected for the remainder of the school year. Since there was such a large proportion of high grade points Dr. Parker raised the question as to whether places should be left open for election in the spring. Dr. Parker then read the following list:

|                         |       |
|-------------------------|-------|
| 1. Lovetra Langenbacher | 159.5 |
| 2. Keltah Cofer Long    | 157   |
| 3. Jean Milroy          | 142.5 |
| 4. Marie Szilagyi       | 142   |
| 5. Gail Willbrand       | 141.5 |
| 6. Barbara Buckley      | 139   |
| 7. Margaret Kendall     | 138   |
| 8. Ruth Stevenson       | 136   |
| 9. Betty Jean Loerke    | 135   |
| 10. Louise McGraw       | 130.5 |
| 11. Betty Gilpin        | 130   |
| 12. Gwyned Filling      | 129   |
| 13. Mary Lou Gillette   | 128   |
| 14. Marian Pendarvis    | 128   |
| 15. Virginia Blattner   | 126   |
| 16. Barbara Park        | 126   |
| 17. Mary Tillman        | 126   |
| 18. Mary Ruth Welshons  | 126   |
| 19. Marian Eakin        | 125   |

|                      |       |
|----------------------|-------|
| 20. Helen Horvath    | 124   |
| 21. Betty Kirk       | 124   |
| 22. Mary Swilley     | 123   |
| 23 Kathleen De Croes | 120.5 |
| 24 Betty Fox         | 120   |

In the discussion following the reading of the names, Dr. Marian Dawson spoke her objections against holding places open for spring initiation, saying that when the names were announced in the spring, the majority of the girls had already gone home and, therefore, she thought it rather fruitless to hold open any places. Dean Gipson agreed with Dr. Dawson.

Dr. Clevenger said that it might be a good idea to pledge people who made the grade points and initiate them in the fall, letting these new people take the place of members who failed to return to Lindenwood. Dr. Clevenger made the following motion, "I move that 22 members whose names have been read be elected into Alpha Sigma Tau". The motion was seconded and carried.

Dean Gipson made one request of faculty members before adjournment, namely, that instructors should pay very close attention to the absences of upper class girls, since those absences are not reported on the absence sheets.

The meeting adjourned.

Kathryn Harkins  
 Secretary of the Faculty  
*Kathryn Harkins*

MINUTES FOR THE FACULTY MEETING

FEBRUARY 27, 1945

Members of the Administration and Faculty met for a business and social meeting.

President Gage called upon Dean Gipson to speak. The Dean called the attention of the Faculty to the number of absences among the upper classmen; to the length of assignments; to the advisability of informing her when they must be absent from class; to the fact that the college is making plans to give the Sophomore test. The Dean then asked Dr. Garnett to speak about the tests. Dr. Garnett announced that the tests would be given on Tuesday and Thursday, March 20 and 22. The General Culture test on Tuesday from 8 to 12 o'clock; The Contemporary Literature test on Thursday from 8 to 11 o'clock; Contemporary affairs on Thursday afternoon. Dr. Garnett asked the help of the Faculty both in giving the test and in scoring since there are 128 students to take the tests.

Dean Gipson then spoke about the good work in general that was done by the students during the first semester, and called on Mr. Colson to give some statistics. Mr. Colson presented a comparative analysis of grades by classes. He arrived at these figures by averaging each student's grades and then averaging for the entire class.

|                      |       |
|----------------------|-------|
| Senior class.....    | 1.81% |
| Junior class.....    | 1.68% |
| Sophomore class..... | 1.64% |
| Freshman class.....  | 1.43% |

Dean Gipson presented the name of Dorothy Lehman to the Faculty. Miss Lehman asked for a Certificate with only 32 points to her credit. The Dean also presented the name of Arlene Heckman who applied for a certificate. Miss Staggs recommended that Dorothy Lehman should not be granted a certificate. Mr. Thomas stated that he had told Miss Heckman in January not to apply. Mrs. Burkitt stated that she could not recommend her. Dr. Clevenger moved that since these two students do not meet the requirements for certification that certificates should not be given to them. The motion was seconded and carried.

Dr. Clevenger was asked by the President to present his research work on the language situation. His paper showed a great amount of work. His problem was to analyze the high school credit in language submitted by students entering Lindenwood and to discover the tendencies in selecting a language for the college schedules. A copy of this report is on file. In general, the report shows that only three of the 83 students taking the A. A.

degree came to Lindenwood with less than two years in one language. But, 43 of them choose to study a new language in college. The paper aroused a great deal of discussion. Dr. Garnett suggested that we test to see what students can do in linguistic work, in other words, give a language test in the fall. When Dr. M. Dawson was called upon to give her reaction to this, she thought that it was something to think about very carefully before making a decision. It was recommended that the counselors use their influence to induce more girls to continue the language started in high school.

Dr. Works expressed his surprise at the amount of language presented for credit entrance saying that it was not only good, but as good a showing as any college made.

Dr. Terhune reported that her department had made such a survey for Spanish students, but that she had kept only the reports for the current year.

Dr. Finger made a report on the A.C.E. tests. The median score was 43%, the reading score 38%. The entire report may be seen in the Personnel office. Dr. Finger also made a report on the number of clubs in the college, the number the students would like to have and the Vocational choices of students. These reports are on file with the Secretary. Dr. Works felt that ~~the~~ organizations are no greater in number than those of other institutions.

Dr. Bernard then presented a paper on the subject of transfers. This was the joint work of Miss Lear and Dr. Bernard. Miss Lear had made the study of in-transfers for a 9 year period. Over that period, 35% were from Junior colleges; 35% of our graduating classes were transfers; the loss of transfers was 15%. Dr. Bernard spoke of the growing trend of Junior Municipal colleges with the hope that our field secretaries might draw from them. Dr. Bernard's portion of the paper presented an analysis over a short period of time. Report is on file with the secretary. Mr. Motley's reaction to Dr. Bernard's report was that our secretaries cannot get into the privately owned Junior colleges and that the students who attend Municipal junior colleges do not have the money to come to Lindenwood.

Dr. Works spoke of the California study of transfer students which showed the honors made by transfer students. There are 119 Junior colleges in Illinois. He also spoke of a commission in Illinois which is attempting to set up scholarships to the best 4% of the graduates of high schools, the scholarships to be used anywhere.

Dr. Garnett said that he considered the Junior college as an extension of secondary education. He believes that the trend is toward Vocational Regional Schools.

Dr. M. Dawson called upon Miss Hankins to present the report on a new questionnaire to be sent to parents with the registration blank. Miss Hankins represented the committee and read the blank. A few suggestions were made and noted. Mr. Colson moved that the blank be referred to the counselors for acceptance or rejection. The motion was seconded and carried. The meeting adjourned for a social session and refreshments.

Secretary of the Faculty

*Kathryn Hankins*

## MINUTES FOR THE FACULTY MEETING

APRIL 25, 1945.

Members of the Faculty met for a business meeting on Wednesday, April 25, at seven o'clock in the Library Club Room. The following members of the Administration were present: President Gage, Mr. Motley, Miss Cook, Miss Miller, Mr. Colson. All others present are members of the teaching Faculty.

President Gage opened the meeting by calling upon Dean Gipson. Dean Gipson asked the Faculty to give closer attention to reports due her office. The Dean listed the following pieces of routine work in which some members of the Faculty had been remiss: The Easter absences were not all turned in; all the grades never come in at one time; the reports on student assistants are late; incomplete grades from last semester have not been cleared up; reports on special absences do not come in on time. If reports do not come in on time, it takes the time of the secretary to gather them in. Dean Gipson then presented a recommendation from the Curriculum committee that no credit be given after this semester to Study Techniques. The Dean asked Miss Isaacs to express her opinion. Miss Isaacs stated that she agreed with the Committee. She felt that the course had proved its worth and invited all those who cared to see a written report to come to her office.

Dean Gipson expressed the belief that we should discourage students from entering Lindenwood the second semester because, according to our new set-up, nearly all Freshman subjects are full year courses.

The Dean also warned the Faculty against registering students for too many extra subjects beyond the regular course taken by the student.

The Dean advised the Faculty to report to her the name of any student who had done outstanding work this year. The Lindenwood Club in St. Louis wishes to give one student special recognition. She also advised that by the close of the week all orders for Academic costumes should have been received. There is a published list of films which the Encyclopedia Britannica can furnish in the Dean's office. This may be consulted.

The Dean read the list of candidates for the A. B., B.S. and B.M. degrees. The list is appended. A motion was made and carried that this list be accepted upon satisfactory completion of the work.

Dean Gipson then raised the question as to a policy the Faculty would care to adopt in regard to a candidate's

name appearing upon the Commencement program if some work were yet to be completed in Summer school. President Gage said that no doubt we were all familiar with the fact that certain institutions allow students to be present at commencement and have their names on the program if they are going to complete the work the summer following. The President also spoke about the general college law which says that degrees will not be granted "in absentia".

Mr. Motley suggested that a student with work incomplete at the end of the June term could return in the Fall and be granted the degree at the Fall convocation. Miss Wurster suggested that the student take part in the June festivities and receive the diploma later. The President remarked that this was the question at hand, and he further said that in certain Iowa institutions it was customary to wear the cap and gown, but not to come to the platform for the diploma. Dean Gipson remarked that those who graduated in Mid-year came in June to graduate. But if a student should go through the exercises and the degree were conferred later, then the degree would not be given in absentia. Mr. Colson raised the question, "Suppose the student did not complete the work" The answer is, the degree would never be conferred then. Dr. J. Bernard suggested that a certain number of credits be fixed so that we would have a policy of the number of credits that a student could or should make in a summer's course.

Dr. J. Bernard made the following motion- Students within a number of credits ( number to be determined by a committee) of graduation may be allowed to participate in the graduating exercises and their degree may be granted later upon satisfactory evidence of the work having been completed.

Mr. Motley raised the question as to whether or not the student would send out invitations. The President responded, "yes". A discussion followed as to who should make up the committee. The President suggested that the Committee be composed of the Dean, the student's counselor and the registrar. This last statement was added to Dr. Bernard's motion and the motion was carried. The discussion continued. Dr. Garnett remarked that we should exercise some power over the college chosen by the student. We should direct the student to the proper type of college. The President said that of course in the end Lindenwood would evaluate the credits.

Dr. Levenger felt that the committee should use its own discretion concerning the number of hours a student could make up in the summer for graduation completion. Dr. J. Bernard felt that there should be a limit set, t



therefore she moved that a maximum deficiency of ten semester hours may be made up during the summer. The motion carried with one dissenting vote. Dr. Terhune objected upon the grounds that no limitations should be placed upon a student who wished to work. She cited a student in her department who last summer made fifteen hours at Washington U. With the passing of this motion the way was cleared for the Committee to recommend students for graduation upon the satisfactory completion of the work. Dean Gipson, as chairman of the Committee, then moved that Joan Crawford be allowed to participate in the Graduating exercises this June and be granted her degree next Sept. when her work would be complete. The motion carried. Dr. J. Bernard, her counselor, explained how this situation came about. Dr. Bernard had under registered the girl at the request of her parents, but when she seemed so near to the point of graduating she made an extra effort and needed only six hours to finish and of course wished to graduate with her class.

Dean Gipson then continued with the reading of the names of those who would receive Certificates, A. A., in Business, Home Economics, Elementary Education, Physical Education, Speech, Interior Decoration, Costume Design, Public School Music and Diploma in Piano. The certificates were granted upon condition of satisfactory completion of the work. The list is appended.

The President then called upon Dr. M. Dawson to speak to the counselors. Dr. Dawson asked that all counselors see their counselees by the end of this week so that the names of those to be transferred may be given to the new counselors by the following Monday. She announced that as soon as possible after May 1, registration should begin depending upon the receipt of the printed schedules. She also reminded the counselors that the new group of Freshmen entering next Fall must take for graduation, six hours of Biological science and six hours of Physical Science or Math. Those students who are here now can finish the science requirement with more Biology if they so desire. That is, a student may follow the catalogue under which she has entered. Dr. Dawson advised that we make duplicate programs for both the first and second semesters schedule. Hand these to Mr. Colson. The counselee should have a program as well as the counselor. The Dean wishes a list of those students returning and those not returning. The old question arose again, "Does the granting of the A.A. cause us to lose students at the close of the Sophomore year?"

Dr. Dawson then called upon Dr. Clevenger as chairman of the Orientation Week program, to give his report. Dr. Clevenger stated that he had made an analysis of the Faculty suggestions, his committee had used whatever it could, and he was presenting the report not as a unanimous report of the committee. Each one present received a copy of the report which is appended. Dr. Clevenger read it through and then moved its adoption. The question was then open for discussion.

Miss McCoy made the first criticism, i.e., that no time had been allotted for the Physical Ability Tests. Miss McCoy agreed to take four groups at one time, ten students a group, time, thirty minutes. It was decided that the Physical education dept. could give these tests on

Dr. Parker then said that the English dept. could not make the dead line. The time given them to correct tests (themes) was from Monday morning at nine to Tuesday at five o'clock. Dr. Clevenger raised the question as to how accurately the English Dept. worked with all of these scores- the theme and the three other English tests. He called upon Dr. J. Benard who had done some research work upon the correlation between test scores and grades and her conclusion was that there was not sufficient correlation. It worked better with three scores than with the writing score. Dr. Parker explained that many other things besides ability measured was responsible for the grade. Whether or not the student turned in her work on time, her application, progress etc. She stated that they wanted the theme test more than any other test. She said it was necessary if the English Dept. was expected to teach writing.

Dr. Gipson supported Dr. Parker by stating that the aim was to teach writing.

Dr. Clevenger called upon Dr. Gregg as a member of his committee and one of the English teachers to express her opinion. She thought that that a classification of the students into sections could be made without the writing of the theme. She had given figures to show that out of 240 Freshmen only 26 had been reclassified on the basis of the theme test.

It was suggested that if the English dept. felt that it had to have the theme and must have more time to grade, then the test could begin on Saturday. Mr. Motley objected to this on the ground that the students should have two days on the campus to become acquainted with campus and make friends and take care of paying of the bills etc. The students should not leave the campus. That should be a closed week end. Mr. Motley did not consider it fair to the student to begin test until Monday.

Dr. Bernard repeated that the reliability of English sectioning is lowered by the theme as judged by marks earned in English. The suggestion was that we try sectioning without the theme.

The motion was then made that we try sectioning Freshman English by means of the three formal tests not taking the writing test into consideration. The President called for a standing vote. The vote stood ten for the motion, fifteen opposed. The motion was lost. Faculty members felt that the English dept. should be a better judge of what they need than those who did not have to teach English. That this might be a limitation of liberty to departments.

The Dean moved that all students who have been here as long as six hours on Saturday, should be asked to take the writing test. This motion carried. The report of the Committee for orientation week was adopted by the Faculty with such changes as have been outlined in the foregoing minutes. Just before adjournment, the President announced that <sup>he</sup> had appointed a special committee to work with the schedule in order that a better schedule might be arranged. We had not made full use of our week, he said. The President said that the schedule would be printed; that each one of us would receive a copy, that it would probably be unsatisfactory to the Faculty, but that it would go into effect. The meeting then adjourned.

Secretary of the Faculty  
Kathryn Hankins

Item omitted from the above. When Mr. Motley was talking about the students arriving upon the campus for Saturday, he mentioned transportation difficulties. And that brought him to the announcement that the College would not send out Commencement invitations this year since that would be a violation of the law. He also said at this point that the college had had a difficult year in the matter of foods and that as far as guests were concerned for May day and other times, people would be taken care of whenever possible but that the students come first. They must be provided for first.

Kathryn Hankins

