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Lindenwood College
St. Charles, Missouri

Office of the Dean

September 7, 1965

To: Members of the Faculty

From: Homer Clevenger

The agenda for the faculty meeting in McCluer Lounge at 1:30 P.M. Saturday, September 11, 1965 is as follows:

1:30 P.M. Devotions Dr. Conover

1:45 P.M. Announcements by President McCluer

1. Minutes of last meeting
2. Elect member of Educational Policies Committee (Miss Boyer's term expires and is not eligible for re-election. Dr. Hood represents the Social Science Division, so the candidate must come from one of the other three.)
3. Report of Faculty Treasurer
4. Election of Faculty Treasurer
5. Set Faculty dues.
6. New Business
7. Traditional Announcements

Dr. Clevenger

Mrs. Brizius

Miss Lichliter

Miss Beale

Others

Homer Clevenger

MINUTES OF THE FACULTY MEETING

September 11, 1965

The Faculty of Lindenwood College held its opening meeting of the year on September 11, 1965 at 1:30 P.M. in McCluer Recreation Room. President McCluer presided; Dr. Conover gave the opening meditation.

The minutes of the previous meeting were approved as distributed.

Dean Clevenger called for nominations for a two-year term on the Educational Policies Committee. Dr. Doherty was nominated by Miss McCrory. Dr. Sibley was nominated by Miss Ross. On the ballot, Dr. Doherty was elected, 30-29.

During the counting of the votes, Miss Beale was unwillingly but unanimously returned as treasurer of the faculty and keeper of the faculty fund. Dr. Rechtern moved that the dues for the faculty this year be set at \$4.00. After a second, this figure was adopted unanimously.

ANNOUNCEMENTS:

- Dean Clevenger:
1. Woodrow Wilson nominations due by October 31.
 2. Urged the faculty to keep class attendance figures at least during the first two weeks.

- Mrs. Braschus:
1. Indicated that the College would enroll about 789 students this fall plus eight or nine special students.

President McCluer announced his intention to retire at the end of the next summer, 1966.

Respectfully submitted,

James F. Hood

James F. Hood
Secretary of the Faculty

FROM THE OFFICE OF THE DEAN

September 29, 1965

TO: All Members of the Faculty

FROM: Homer Clevenger

The first item on the agenda at the faculty meeting on October 20 will be the presentation of a major medical plan by two representatives of an insurance company. They could not be present on October 13. It was my judgment that the faculty would rather delay the regular meeting than be called into a special meeting a week later.

I plan to send out the other items on the agenda after the Educational Policies Committee meets on October 7.

Homer Clevenger

HC:fp



LINDENWOOD COLLEGE
SAINT CHARLES, MISSOURI

Office of the President

To Full-Time Employees of Lindenwood College:

Arrangements have been completed through our membership in the Missouri College Joint Fund Committee for a Group Major Medical Insurance program for you and your eligible dependents. The plan, which will be insured by the New York Life Insurance Company, becomes effective on November 1, 1965.

Details, including eligibility requirements, will be found on the following pages. The entire cost of your own individual insurance will be paid for by Lindenwood College. Your contribution to insure your dependents will be handled by payroll deduction. The cost of dependents' insurance is low, due to the mass purchasing power of Lindenwood College and the other colleges now participating in the Missouri College Joint Fund Group Insurance Plan.

Representatives from our Insurance Consultant, Case, Thomas & Marsh of St. Louis, and from the New York Life Insurance Company, will be at the College on Wednesday, October 20. Meetings have been scheduled as follows:

Maintenance, Custodial and Service Employees - at 2 p.m. in Sibley Chapel;

Administrative and Staff Employees - at 3 p.m. in Roemer Auditorium;

Faculty - at 4 p.m. in McCluer Hall Lounge

Insurance Representatives will describe the program at each of these meetings, and will advise you of the approximate monthly cost to insure your dependents. Time will be set aside near the end of each meeting to answer any questions you may have. You will be asked to complete your enrollment card at the meeting, in order to assure that you and your dependents will be insured automatically as of November 1, 1965.

Lindenwood College is pleased to provide this Group Insurance coverage for all of our employees. We heartily recommend this program to you.

Yours sincerely,

F. L. McCluer
President

ELIGIBILITY FOR BENEFITS

The Plan becomes effective on November 1, 1965 for all full-time eligible employees and their dependents who were enrolled in the plan by that date.

HOW YOU ENROLL FOR COVERAGE: You will be given an enrollment card. Simply sign it and give all the employee information requested. Also give the dependent information requested if you have dependents eligible for coverage.

WHEN YOU BECOME INSURED*

Present Full-Time Employees: You will become insured on the effective date of the Plan, provided you enroll by that date. Your eligible dependents also become insured on that date, provided you enroll them by that date.

Future Full-Time Employees: If you are employed after the effective date of the Plan, you may enroll both yourself and your eligible dependents at once. You will become insured on the day you complete ONE MONTH of continuous service. Your eligible dependents will also become insured on that date, provided you have enrolled them by then. **EXCEPTION:** New Faculty Employees become insured immediately upon their date of employment.

* If you are not actively at work on the day you would otherwise become insured, you will become insured on the day you return to active, full-time work. Dependent coverage cannot become effective prior to the date you become insured. In the event a dependent is confined in a hospital when the insurance for that dependent would otherwise become effective, it will not become effective for that dependent until final discharge from the hospital. In the case of Major Medical, this deferment will not apply to a newborn infant if you are insured for your dependents prior to such infant's birth.

ELIGIBLE DEPENDENTS: Your dependents who may be insured are your spouse and each unmarried child from birth to 19 years of age. Child includes stepchild, adopted child and foster child, provided such child is dependent upon you for support and maintenance. No eligible employee may be covered as a dependent.

MEDICAL EXAMINATION: No medical examination is necessary for employees. If you delay more than 31 days after the date your dependents could first become insured, you will be required to submit evidence of their insurability satisfactory to New York Life.

HANDLING OF CLAIMS: If you should have a claim, notify your employer at once. Claims will be promptly processed upon receipt of necessary claim forms.

WHEN INSURANCE TERMINATES: Insurance terminates on the date your employment terminates, if insurance terminates on the class of employees to which you belong, if you discontinue contributions, or if the Group Policy terminates.

IMPORTANT NOTICE

This brochure contains only a partial description of the principal provisions and definitions of our Group Insurance Plan. Complete terms and conditions governing the Insurance coverage will be found in the Group Insurance Policy issued by New York Life Insurance Company.

MAJOR MEDICAL EXPENSE INSURANCE

Major Medical Expense Insurance is designed to help pay the expenses of medical care and services for you and your eligible dependents. Benefits are payable for Covered Charges incurred as a result of each separate, unrelated illness. Concurrent illnesses and successive illnesses are considered one illness unless they are due to entirely unrelated causes. The term "illness" includes bodily injury, bodily disorder, and mental infirmity.

MAXIMUM BENEFIT - \$10,000

A maximum benefit of \$10,000 is payable for Covered Charges due to each illness of an insured individual, subject to the coinsurance and annual cash deductible requirements.

Separate illnesses due to entirely different causes are treated separately. For example, if you received \$3,000 in benefits for an illness due to a particular cause and have a second illness which is due to an entirely different cause, the full maximum is available to help you pay the cost of the second illness, not just the difference between \$3,000 and the maximum.

In addition, after you have recovered from a particular illness, you can restore the full maximum even for that illness by furnishing evidence of insurability satisfactory to New York Life.

BENEFITS PAYABLE

You will be paid 80% of those Covered Medical Charges during a calendar year which are in excess of the annual deductible.

"Deductible" refers to an out-of-pocket expense which must be incurred within one calendar year, and which is over and above all benefits provided by any Basic Benefit Plan (this includes all plans listed in item #1 under Charges Not Covered).

The deductible amount will be (a) \$100 for employees with both Blue Cross and Blue Shield; (b) \$200 for employees with Blue Cross only; and (c) \$300 for employees who do not have either Blue Cross or Blue Shield.

The deductible applies once in each calendar year to each insured individual, except as follows:

(a) If Covered Medical Charges are incurred during the last 3 months of a calendar year, and no benefits are paid solely because of the deductible requirement, these charges may be used in satisfying the deductible for the following year. However, the deductible must nevertheless be satisfied in 12 consecutive months.

(b) If more than one member of an insured employee's family is injured in a common accident, only one deductible is required of all insured family members. Once it has been satisfied, benefits are payable with respect to all injuries sustained in that accident, both during the calendar year in which the accident occurs and the next following calendar year.

COVERED CHARGES - CONTINUED

(b) If the insured individual is not confined to a legally constituted hospital as a registered bed patient, all psychiatric services rendered while insured shall be considered as one period of treatment. In this event, benefits are payable for not more than three visits in each of the first three calendar weeks of treatment; not more than two visits in each of the next two calendar weeks of treatment; and not more than one visit in each calendar week of treatment thereafter.

(c) If the insured individual is so confined, all psychiatric services rendered during such confinement shall be considered one period of treatment, and successive periods of confinement which are not separated by more than 90 days shall also be considered as one period of treatment. In this event, benefits are payable for not more than one visit in each day during the first four calendar weeks of treatment, and not more than two visits in each calendar week thereafter.

2. Complications of Pregnancy Charges: Charges incurred by a female employee or insured dependent wife for medical care or services for any of the following complications of pregnancy:

(a) Caesarean section performed 6 months or more after inception of pregnancy, or extrauterine pregnancy involving surgery and related treatment thereafter;

(b) Intra-abdominal surgery after termination of pregnancy; or

(c) Pernicious vomiting of pregnancy or toxemia with convulsions involving hospital confinement.

3. Newborn Infant Benefit: Charges for treatment of a newborn infant who is born while its parent was insured for Dependents' Insurance and who receives medical care or services, before the infant's discharge from the hospital, as a result of (a) an illness contracted or accident sustained after birth; (b) an abnormal congenital condition in the infant; or (c) a premature birth.

4. Dental Benefit: Charges incurred by an insured individual who, while insured, sustains an accidental injury to his natural teeth and, within 90 days after the accident, receives the following treatment by a legally licensed dentist: (a) dental treatment of such injuries, including initial replacement of such teeth, or (b) setting of a jaw fractured or dislocated in such accident.

5. Cosmetic Surgery Benefit: Charges incurred when cosmetic surgery is performed by a licensed physician in either of the following circumstances: (a) where an insured individual, while insured, sustains injuries in an accident and treatment is begun within 90 days after the accident; or (b) where the treatment is for a congenital anomaly in a child born while its parent was insured for Dependents.

Note: No benefits are payable under the General Coverage for Covered Charges which are due to any illness which is within the description of any of the Specific Coverages.

COVERED CHARGES

"Covered Charges" consist of those reasonable charges for medical care and services necessary for treatment of an illness (a) which are not excluded in "Charges Not Covered", (b) which are ordered by a physician licensed to practice medicine (other than one whose license limits his practice to one or more specified fields), (c) which are not paid for or provided under any employer-sponsored Group Insurance prepayment plan or Blue Cross - Blue Shield, and (d) which are within the description of either the General Coverage or the Specific Coverages set forth below:

General Coverage:

1. Charges by a legally constituted hospital for ward or semi-private accommodations and for other medical care and services, except special nursing and other professional services. When a private room is used, Covered Medical Charges include the daily room & board charges at the hospital's regular semi-private rate.

If the hospital does not have semi-private accommodations, Covered Medical Charges for each day of confinement cannot exceed 80% of its minimum daily rate for private room & board and general nursing care.

2. Charges by any of the following, provided no charges have been made for the same medical care and services by a legally constituted hospital:

(a) Charges by surgeons, physicians, registered graduate nurses (R.N.), radiologists, physiotherapists, laboratories or professional anesthetists.

(b) Charges by a licensed physician or pharmacist for drugs and medicines; and charges for such medical supplies as blood and blood plasma; artificial eyes and limbs; crutches; splints; casts; trusses; braces; oxygen and rental of equipment for its administration; rental of a wheelchair, hospital-type bed, or iron lung;

(c) Charges for transportation within the United States and Canada by professional ambulance service, railroad or regularly scheduled commercial airline from the place where an illness has its inception to a legally constituted hospital or sanatorium equipped to furnish special treatment incident to that illness. Transportation charges outside the U.S. and Canada are restricted to local professional ambulance service.

Specific Coverages:

1. **Psychiatric Charges:** Charges by a physician licensed to practice medicine without limitation to one or more specified fields, for psychiatric services for diagnosis or treatment of a nervous or mental condition, subject to the following conditions:

(a) Benefits are payable for not more than one visit in each day, and the amount counted as Covered Charges shall not exceed \$15.00.

CHARGES NOT COVERED

No benefits will be paid for the following medical care or services, nor will they count toward satisfying the cash deductible:

1. Those paid for or furnished under any other group, franchise, Blue Cross, Blue Shield or other service or prepayment plan arranged through any employer, trustees, union or employee benefit association, as reported to New York Life by the employer or otherwise, but only to the extent so paid for or furnished.
2. Those due to war, or act of war; those which result from an accidental bodily injury arising out of or in the course of employment, or a sickness entitling the insured individual to benefits under Workmen's Compensation; those rendered in connection with eye refractions or hearing aids, or the fitting of eyeglasses or hearing aids; those due to normal pregnancy (including resulting childbirth, abortion and miscarriage) except as described under the special pregnancy benefit;
3. Those due to dentistry, except the following treatment rendered by a legally licensed dentist within 90 days after an accident sustained while insured; dental treatment of injuries sustained in such accident to natural teeth, including initial replacement of such teeth, and the setting of a jaw fractured or dislocated in such accident; those for cosmetic surgery, (a) unless treatment is rendered by a licensed physician for injuries sustained in an accident while insured, and such treatment is begun within 90 days after such accident, or (b) unless treatment is for a congenital anomaly in a child born while its parent was insured for dependents' insurance;
4. Those rendered outside the United States and Canada to an insured individual during an absence from the U.S. and Canada for a period of 60 days or more, which absence is related to the business, occupation or profession of the employee or a dependent of the employee;
5. Those for treatment of a newborn child before its discharge from the hospital (a) unless the child was born while its parent was insured for dependent coverage, and (b) unless resulting from one of the following: an illness contracted or an accident sustained after birth, an abnormal congenital condition in the child, or a premature birth;
6. Those rendered for treatment in a hospital owned or operated by the U.S. Government by the hospital or by a physician employed by the hospital, (a) unless the treatment is of an emergency nature, and (b) unless the insured individual is not entitled to such treatment by reason of his status as a veteran or otherwise.

HOW THE PLAN WORKS

If you incur Covered hospital, surgical or medical expenses for an illness, benefits are payable as soon as the cash deductible requirement is satisfied. Covered Charges incurred for all illnesses, whether related or unrelated, count toward satisfying the cash deductible. As soon as the deductible is satisfied, benefits are payable for all charges incurred for the balance of the calendar year. If charges continue into the following year, benefits will be payable for those charges as soon as the cash deductible is satisfied for that year.

HERE IS AN EXAMPLE: Suppose an insured individual has a severe heart attack or a serious operation. His total medical bill might look like this ...

Room and board, 108 days at \$18 a day	\$1,944.00
Hospital Services, X-Rays, Operating Room, etc.	2,150.00
Special Nurse, 3 weeks at \$100 per week	300.00
Doctor Fees	
Hospital Visits and Surgery	500.00
House Calls - before and after operation	400.00
Office Visits	250.00
Medicine (at home)	185.00
Ambulance to Hospital	50.00
TOTAL	\$5,779.00

This is how the insured individual would be reimbursed under the new Group Major Medical Plan . . .

Assume Basic Hospital - Surgical Plan paid	\$	950
Deductible (paid by employee)		100
The balance amounts to		4,729
Employee then pays 20% of the balance, or		945.80
Major Medical pays		\$3,783.20

EXTENSION OF BENEFITS

If an insured individual is totally disabled on the date his Major Medical Expense Insurance terminates, benefits will continue to be available during the uninterrupted existence of such disability, subject to the following:

- (a) The provisions of the policy will be applicable to such benefits just as if insurance had not terminated.
- (b) Benefits will be paid for only those Covered Charges which are due to the care and treatment of such total disability.
- (c) Charges incurred after termination of insurance will be applied toward satisfaction of the deductible only if they are incurred for care and treatment of such total disability.
- (d) Benefits will normally be payable for all such Covered Charges incurred within the 3-month period immediately following termination of insurance.
- (e) If the deductible is satisfied on or before the end of this 3-month extension of benefits, benefits will normally be payable for such Covered Charges incurred after the end of such 3-month period.
- (f) This extension of benefits will not apply to any charges which are incurred after the occurrence of the first of the following events:
 - (1) the expiration of a number of months equal to the number of months the insured individual has been covered by the Major Medical Plan before such termination of insurance; (2) the expiration of 12 months immediately following termination of insurance; (3) the date the insured individual becomes covered under any other Group, franchise, Blue Cross, Blue Shield or other service or prepayment plan providing Accident and Sickness benefits.

Mary Ambler



Your

**GROUP
INSURANCE**

**An outline of the benefits
of your plan**

KEEP THIS WITH YOUR IMPORTANT PAPERS

This Announcement —
describes your Group Insurance plan in very general terms. It gives you only the highlights and not the details of the plan. The complete terms and conditions governing your insurance will be found in the group insurance policy which will be issued by the New York Life Insurance Company. You will receive a Certificate of Insurance which will contain a summary of the essential features of the insurance to which you will be entitled under that policy.



FROM THE OFFICE OF THE DEAN

September 28 1965

TO: The Members of the Faculty

FROM: Homer Clevenger

In order to avoid calling a special faculty meeting on October 20th, it seems sensible to me to delay the regular meeting until that date.

There will be no refreshments. The meeting will be called to order promptly at 4:15 P.M.

Lindenwood College
St. Charles, Missouri

Office of the Dean

October 18, 1965

TO: Members of the Faculty

FROM: Homer Clevenger

The agenda for the faculty meeting in McCluer Lounge at 4:10 P.M.,
Wednesday, October 20, 1965 is as follows:

1. Opening Prayer
2. Agents from New York Life Insurance Company to explain and answer questions about a health program explained more in detail in a communication from Dr. McCluer which you have, or will have, received before the meeting.
3. Charles Boswell will speak on behalf of the United Fund now in progress.
4. Announcements from Administrative offices.
5. Announcements from faculty members.
6. Any new business proposed from the floor.

Adjourn

*Bo. appt. Com for Pres.
Sawyer - Chairman
asks for suggestions
like to consult Ed Pol. action for next to appoint
meal with staff etc.
Little - move - second round.
For B
Dean . members selected by Bd.
5 members*

MINUTES OF THE FACULTY MEETING

October 20, 1965

The Faculty of Lindenwood College met on October 20, 1965. Doctor McCluer presided; Doctor Clevenger gave the opening meditation.

The minutes of the previous meeting were approved as distributed.

Mr. Ed Walsh and Mr. Robert Allen, representatives of the New York Life Insurance Company, explained the new major medical insurance program adopted by the College.

Mr. Charles Boswell explained various aspects of the United Fund and asked for contributions.

Doctor McCluer announced that the Board has appointed its committee on the selection of a new president of the College and invited participation and suggestions by the faculty.

Upon a request of order, Doctor Little moved that the following resolution be adopted:

THAT THE SIZE OF THE EDUCATIONAL POLICIES-^{Faculty} BOARD LIAISON COMMITTEE BE REDUCED FROM THE POLICIES COMMITTEE PLUS FOUR MEMBERS OF THE FACULTY (TOTAL 10) TO FIVE FACULTY MEMBERS (WITHOUT THE EDUCATIONAL POLICIES COMMITTEE).

This motion was seconded by Doctor Sibley.

After discussion and because of the lateness of the hour, by common consent the meeting was adjourned until 11 o'clock on Thursday, October 21. At that time Doctor Little withdrew the motion, in order to proceed with the original plan to elect four faculty members in addition to the Educational Policies Committee (Doctors Conover, DeWulf, Doherty, Grundhauser, Hood, and Moore). Miss Ambler, Miss Boyer, Mrs. Huesemann, and Doctor Sibley were elected by majority vote.

The meeting was adjourned.

Respectfully submitted,

Emma Purnell
Secretary to the Faculty

MINUTES OF THE FACULTY MEETING

November 10, 1965

The Faculty of Lindenwood College met on November 10, 1965. Doctor McCluer presided; Doctor Conover gave the opening meditation.

The minutes of the last meeting were approved as distributed with the correction suggested by Doctor Little that "Faculty-Board Liaison Committee" be substituted for "Educational Policies-Board Liaison Committee" in the resolution.

The Faculty approved the following recommendations:

- A. That the Probation and Suspension Rule on page 32 of the 1965 catalog be amended by striking out the whole first paragraph and substituting the following in its place:

A semester grade point average below 1.60 for freshman, 1.80 for sophomores, 1.90 for juniors, and 2.00 for seniors will place a student on probation and her parents will be notified by the Dean of the College. If in the following semester, the semester grade point average of a freshman student on probation is above 1.60, a sophomore above 1.80, a junior above 1.90, and a senior above 2.00, the student will be removed from probation and her parents notified by the Dean of the College. If not, she shall be suspended. Any student except a first semester freshman, who fails half her work in any semester shall be suspended.

Grades made in summer school will not affect the semester grade point average of the preceding semester nor the semester grade point average of the succeeding semester but will affect the cumulative grade point average at the end of the succeeding semester.

- B. That the following described courses in political science be added to the 1966-67 catalog and that the course 346 be scheduled for the second semester of 1965-66:

345, 346 A Survey of Western Political Philosophy (3,3)

First semester: a study of the classical tradition in Western political philosophy from its Greek origins through the Middle Ages; and inquiry into the relevance of ancient political questions to the modern world.

Second semester: analyses of major political theories from the 16th century to the present; and inquiry into the relationship between theory and practice in the 20th century.

Prerequisite: Consent of instructor.

- C. That the petitions of Donna Griggs and Kay E. Fischer to return 12 hours of credit for graduation be granted to each.

The meeting was adjourned.

Respectfully submitted,

Emma Purnell
Secretary to the Faculty

Lindenwood College
St. Charles, Missouri

Office of the Dean

November 8, 1965

TO: Members of the Faculty

FROM: Homer Clevenger

The agenda for the faculty meeting in McCluer Lounge at 4:10 P.M., Wednesday, November 10, 1965 is as follows:

1. Opening Prayer

2. The Educational Policies Committee places before the faculty the following recommendations:

A. That the Probation and Suspension Rule on page 32 of the 1965 catalog be amended by striking out the whole first paragraph and substituting the following in its place:

A semester grade point average below 1.60 for freshmen, 1.80 for sophomores, 1.90 for juniors, and 2.00 for seniors will place a student on probation and her parents will be notified by the Dean of the College. If in the following semester, the semester grade point average of a freshman student on probation is above 1.60, a sophomore above 1.80, a junior above 1.90, and a senior above 2.00, the student will be removed from probation and her parents notified by the Dean of the College. If not, she shall be suspended. Any student except a first semester freshman, who fails half her work in any semester shall be suspended.

Grades made in summer school will not affect the semester grade point average of the preceding semester nor the semester grade point average of the succeeding semester but will affect the cumulative grade point average at the end of the succeeding semester.

B. That the following described courses in political science be added to the 1966-67 catalog and that the course 346 be scheduled for the second semester of 1965-66:

345, 346 A Survey of Western Political Philosophy (3,3)

First semester: a study of the classical tradition in Western political philosophy from its Greek origins through the Middle Ages; and inquiry into the relevance of ancient political questions to the modern world.

Second semester: analyses of major political theories from the 16th century to the present; and inquiry into the relationship between theory and practice in the 20th century.

Prerequisite: Consent of instructor.

C. That the petition of Donna Griggs to return 12 hours for graduation be granted.

Donna Griggs - twelve hours.

She entered Lindenwood in the fall of 1961-62. Her major is biology and her minor chemistry. She was on probation the first semester of 1964-65 and removed the probation the second semester. Her cumulative grade point average at the close of last year was 2.07.

At the end of 1964-65 she lacked 6 hours in the second year of a foreign language and 6 hours in her major.

A transcript from the Registrar at St. Louis University shows she made six hours of "B" in Intermediate French.

In response to a questionnaire sent to seniors last spring she said she planned to go to summer school, planned to return to Lindenwood in the fall and hoped to complete her degree requirements by January 1966.

She reports that an automobile accident in late summer kept her from entering school this fall and now petitions that she be allowed to return six hours credit for biology courses taken in night school at Normandy to complete her degree requirements. She says she had a daytime job and needs the money.

D. That the petition of Kay E. Fischer to return 12 hours for graduation be granted.

Kay E. Fischer - twelve hours.

She transferred 58 hours from Belleville Junior College, took twelve hours at Lindenwood last year and transferred 6 hours from Belleville Junior College last summer. She is scheduled for 32 hours at Lindenwood this year.

She has only two "C's" in her record. All other grades are "A's" or "B's".

Her petition reads, "I wish to be granted the privilege of returning twelve hours after graduation because I plan to be married in June of 1966, and I have planned to go through college in three years. I have already talked to the chairman of the Board of Education about obtaining a job in September 1966.

3. New business.
4. Announcements.
5. Adjourn.

Harmer

Lindenwood College
St. Charles, Missouri

Office of the Dean

December 6, 1965

TO: Members of the Faculty

FROM: Homer Clevenger

The agenda for the faculty meeting in McCluer Lounge at 4:10 P.M., Wednesday, December 8, 1965 is as follows:

1. Opening Prayer
2. Approve minutes
3. It was necessary to postpone the regular meeting of the Educational Policies Committee last Thursday because of a conference of college Deans and Presidents to organize a Mississippi Valley College Association. The Educational Policies Committee had planned to discuss some problems which ought to have serious consideration: 1. Foreign Language; 2. Thanksgiving early departures and late arrivals; and 3. Returning credit for graduation. No propositions or recommendations will come from the committee at the December meeting.

One does come from the Social Science division. To give Mr. Chandler a full load the second semester and increase the offerings in psychology in view of increased staff in that department, the proposal is that a new course be added to the catalog and be listed on the schedule for the second semester.

312 PSYCHOLOGICAL MEASUREMENT

3

An introduction to principles of testing, measurement, evaluation and descriptive statistics. Topics will include: test construction, validity, reliability, illustrated by tests of intelligence, personality, aptitude and achievement. Prerequisite: Psychology 200 or equivalent. Required of all psychology majors.

Time to be arranged

4. A short report by Miss Lichliter on a conference with a representative of the Woodrow Wilson Foundation.
5. New Business
6. Announcements
7. Adjourn

Homer Clevenger

MINUTES OF THE FACULTY MEETING

Heading

The regular monthly meeting of the Faculty of Lindenwood College was called and held in the McCluer Lounge at 4:10 p. m., Wednesday, December 8, 1965. Dean Clevenger presided; Doctor Conover gave the opening meditation.

Call to Order

Doctor McCluer reported that the Higher Education Coordinating Council had met regarding educational laboratories to be established by the Federal Government. A Board has been set up which is ready to receive an answer to its proposal. Forty-eight applications were received from east of the Mississippi River; only twenty-one laboratories may be set up throughout the country. It is hoped that one may be established in St. Louis.

Report

Dean Clevenger announced that, because the Educational Policies Committee has not held a meeting, Items 1 (Foreign Language), 2 (Thanksgiving early departures and late arrivals), and 3 (Returning credit for graduation) under Paragraph 3 of the agenda will be postponed for discussion by the faculty until the January meeting.

Postpone-
ment

Dean Clevenger presented a recommendation from the Educational Policies Committee that a new course be added to the catalogue and be listed on the schedule for the second semester:

New
Course

312 PSYCHOLOGICAL MEASUREMENT

An introduction to principles of testing, measurement, evaluation and descriptive statistics. Topics will include: test construction, validity, reliability, illustrated by tests of intelligence, personality, aptitude and achievement. Prerequisite: Psychology 200 or equivalent. Required of all psychology majors. Time to be arranged.

Doctor Moore's motion that this recommendation be accepted was seconded by Mr. Bauer and passed unanimously.

Miss Lichliter reported on a meeting with a representative of the Woodrow Wilson Fellowship Foundation and told of the progress of the seven graduates who were elected from Lindenwood. (A detailed copy of this report is attached to the minutes.)

Woodrow
Wilson
Fellowship

Doctor Conover announced that Lindenwood may nominate two students each year for Danforth Graduate Fellowships for College Teaching. He is the liaison officer for Lindenwood and has the sole right to nominate. Danforth Fellowships may be held concurrently with other awards and applied to the completion of a doctoral program. In addition to academic qualifications, this Foundation is interested in "Evidence of concerns which range beyond self-interest and narrow perspectives and which take seriously the questions with which religious expressions attempt to deal."

Danforth
Fellowship

Miss Lichliter announced that about ten applications for the junior year abroad have been received to date. Since the interviews are in February, all interested students should fill in applications as soon as possible.

Junior
Year
Abroad

Miss Beale announced that second semester schedules were coming in rapidly and asked that all completed cards be turned in immediately.

Class
Schedules

After Mr. Hendren revived the question of calendar, revision of curriculum, and other meetings of the faculty as a whole, Miss Lichliter moved

Calendar
and
Curriculum

THAT WE HAVE A MEETING AFTER CHRISTMAS WITH THE NEW FACULTY MEMBERS AND ANY OF THE OTHER FACULTY WHO WORRIED THROUGH LAST SPRING WHO WOULD LIKE TO COME, SEE, AND SAY AND TELL THEM WHAT WE DID. *in regard to the curriculum*

The motion was seconded by Doctor Sibley. Mrs. Marti asked if the students have been consulted and was informed that they have been numerous times.

Doctor Talbot's amendment to the motion that the meeting include all the faculty and not just a select few was seconded by Doctor Sibley and passed by a majority vote of Aye's; then the amended motion passed by a majority vote of Aye's.

Dean Clevenger asked that the Faculty Searching Committee meet for a few minutes after the adjournment.

The meeting was adjourned.

Adjourn-
ment

Respectfully submitted,

Emma Purnell
Secretary to the Faculty

LINDENWOOD COLLEGE
ST. CHARLES, MISSOURI

Office of the President

January 12, 1966

TO ALL MEMBERS OF THE FACULTY:

The meeting of the faculty as a Committee of the Whole, which was voted by the faculty at its meeting on December 8, will be held Thursday evening, January 20, at 7:00 P.M., in the Activity Room of the Chapel Building.

All full-time members of the faculty are expected to be present.

Yours sincerely,

F. L. McCluer

F. L. McCluer
President

FLM:MY

FACULTY MEETING
Wednesday, January 12
McCluer Lounge

AGENDA

1. Opening Prayer Dr. Wm. Thomas
2. Approval of Minutes
3. The Educational Policies Committee places before the faculty the following addition to the history offerings in the catalog

201, 202 History of England (3,3)

Development of the English state and society. Selected topics to illustrate the growth of certain major institutions, such as the Crown, the Church, and Parliament. The second term will examine Britain's changing role in the nineteenth and twentieth centuries. Intended also to serve as a background for students interested in English literature.

4. Announcements
 - a. Summer School
 - b. Turn grades in on time
 - c. Others
5. New business

The Educational Policies Committee still has under consideration the problems surrounding holidays and returning credit for graduation.

6. Adjourn.

CALLED MEETING OF THE FACULTY AS A WHOLE

The called meeting of the Faculty of Lindenwood College was held in Roemer Hall, Room 225, on Thursday, January 20, at 11 a.m. President McCluer presided; Doctor Conover gave the opening meditation.

President McCluer told of the Alumnae Council's selection of Mrs. Douglas Bailey (Patricia Price), 1959; Diane Stanley, 1959; and Frances L. Ware, 1930, for certificates of award of merit at the Alumnae Reunion Day in May. Doctor Rechter's motion that the faculty approve these awards was seconded by Miss McCrory. After a brief discussion, in which Doctor Sibley questioned the shortness of the period since 1959 and Dean Lichliter replied that the first two young women have achieved high positions for their ages, the motion passed unanimously.

President McCluer then spoke of the material distributed to the faculty members in preparation for this meeting.

Sent to all faculty members:

Criteria for Judging Quality in a College

Excerpts from Emerging Patterns in American Higher Education

Sent to new faculty members only:

The Wellesley Plan - in Summary

Lindenwood Plan - as proposed by Doctor Clevenger

Advantages of the 4-2-4 or 4-4-2

Summary of Comments from those Colleges having the 4-1-4 or 4-4-1

Possibilities in Short Term from Department of Art at Lindenwood

The Report of the Special Curriculum Committee Presented to the Faculty on September 11-12, 1964, which was not distributed with the other material, will be sent to all new faculty members.

President McCluer reviewed this last report and briefly outlined the past study of curriculum and calendar. In September, 1964, after four or five weeks of study by the Special Curriculum Committee, the faculty voted, 38 to 19, to accept a 3-3 calendar. The starting date was left to the administration, which chose the fall of 1966. In March, by a vote of 34 to 29, the faculty asked to be released from adoption of the 3-3 plan, to which the Board of Directors had agreed.

President McCluer stated that we are now back at the point where we were in 1964 for consideration of curriculum and calendar; that this meeting is to acquaint the new members with the current discussion of a new calendar and program; and that we are wise to carry on the discussion but not to act too rapidly with a new administration coming in. When no one responded to his request for additions to this summary, he asked for comments from the division chairmen.

Doctor Grundhauser suggested that we start with the humanities. Doctor Conover remarked that the humanities division includes members with rather different philosophies of education and curriculum and that they had spent a great deal of time in division meetings and special subcommittees. The particular course that they worked on and presented to the faculty without enthusiasm was an outline of an interdisciplinary freshman course to include speech, English, music, and art. The subcommittee represented the four departments that would be involved. The choice of the four departments came from the Special Curriculum Committee's recommendation that a general education course in this area be provided. Since that particular course was not adopted, it seemed to Doctor Conover that the humanities division might give new attention to the requirements for freshmen and the possibility of some relationship between those four courses.

President McCluer inquired if this is the only course about which there was some difference of opinion; he thought that this course was being given. Doctor Conover responded that some modifications have been made in the English department, but speech and music are not involved; only English and art. It seemed to him that one point for curriculum study is our freshman courses, since one of our problems is student transfers after the freshman and/or sophomore years. One aspect of this proposed course was that all the freshmen meet together so that the heads of the music and art departments could present material to all the class instead of sections. One problem, then, is the size of the staff to teach freshman courses.

Doctor Sibley recalled that an experimental seminar before 1964 was one section only of English, art, music, speech, and history.

Mr. Feely noted that the original course was a humanities experimental course, in which an attempt was made not to think so much of areas but of a humanities course without separate interests. He cited the Excerpts from Emerging Patterns in American Higher Education to emphasize his view that each contributing department must commit itself to all departments, be willing to cross lines, and see such material in a wider context.

Doctor Barnett asked, "What is the consensus? Are we still thinking in terms of the 3-3 plan, or are we considering a variety of plans?" President McCluer replied that we left ourselves free to go in any direction.

Dean Lichliter spoke of the present calendar difficulty of the January "lame duck" session, when freshmen are unhappy and frustrated. She feels that the finishing of a semester or term before Christmas leaves the students free and happy, without worry about exams; that we need to work toward a normal, well-balanced life for the students, to avoid slumps, and to offer something challenging, exciting, and different.

Doctor Barnett inquired if, in turning down or asking to be released from the 3-3 plan, was the thinking a concern that the curriculum was not ready for that kind of schedule. Where does the faculty stand in its attitude? Certainly any plan would have to be supported by an extensive curriculum change; and if the curriculum change is not ready, then the calendar change would have to be delayed, in his opinion. President McCluer answered that there was no consensus that the new proposal was acceptable to the humanities.

Doctor Sibley added that one reason for the negative vote was that, when the 3-3 plan was adopted, there had been a minority report from the Special Curriculum Committee which had not been considered sufficiently by the whole faculty. Some felt that the 3-3 plan was voted in too quickly.

Dean Lichliter felt that there were quite a number of unanswered questions that some of the faculty thought should be answered before the plan was accepted; for example, vocational courses, credit hours for laboratory and studio courses, etc.

Mr. Wehmer spoke of the Art Department's difficulty in finding all requirements for the first two years and too many college requirements.

Doctor DeWulf, directing an answer to Doctor Barnett's question, felt that many of our problems result from lack of definition of, and agreement on, goals. In his opinion, as soon as we clearly define our goals, we can start to talk about how we can fit our subject matter into the proper arrangement and what calendar will suit.

Doctor Moore expressed his feeling that some of our confusion has resulted from having three deans in a short time, with one dean wanting to accelerate and another dean wanting to reduce courses. He agreed that we need to settle on our goals and curriculum and then adopt the best calendar.

President McCluer emphasized the need to differentiate between the goals of the College as opposed to the goals of the departments. Dean Lichliter felt that we need to discuss trends in higher education; Dean Clevenger and Doctor Moore concurred. President McCluer stressed that the pattern should be selected as being suitable for Lindenwood rather than a copy of another program.

The meeting was adjourned.

Respectfully submitted,

Emma Purnell
Secretary to the Faculty

Lindenwood College
St. Charles, Missouri

Office of the Dean

February 7, 1966

TO: Members of the Faculty

FROM: Homer Clevenger

The agenda for the faculty meeting in McCluer Lounge at 4:10 P.M., Wednesday, February 9, 1966 is as follows:

1. Opening Prayer
2. Approval of Minutes
3. Dr. McCluer: Announcements
4. The Educational Policies Committee places before the faculty the following additions and changes to the catalog offerings:
 - a. Religion and Philosophy
 - b. Mathematics
 - c. Sociology
 - d. Chemistry
 - e. Physical Education
 - f. Journalism
5. Announcements
 - a. Miss Lichliter
 - b. Miss Beale
 - c. Dean Clevenger
6. New Business

The Educational Policies Committee still has under consideration the problems surrounding holidays and returning credit for graduation.
7. Adjourn.

Catalog Changes in the Department of Religion and Philosophy

In the light of the discussion of the title of the course listed now as Religion 261, Introduction to Christian Education (3) and the prerequisites for it, the Department requests that Religion 261 and 262 be kept in the catalog as presently listed, with title and description unchanged. One of the courses is being given this semester, and the other is probably to be offered next year. Catalog changes can be proposed more confidently in the light of experience in teaching them to non-majors. Prerequisites are being added, but it is our understanding that these do not require faculty action.

The Department of Philosophy and Religion requests that the following three recommendations, adopted by the Division of Humanities, be approved by the Educational Policies Committee and by the faculty.

1. That the following courses now listed in the catalog be dropped:

Religion 361. The Christian Education of Children and Youth (3)

Religion 362. Organization and Administration of Christian Education with Emphases on Adult Education (2)

Professional Education 371-372. Student Field Education For Christian Education Majors (6)

2. That Religion 255, The Meaning of Paul for Today, become a 3 hour instead of a 2 hour course.

3. That the sentence in the first paragraph on page 76 of the current catalog, referring to a major in Christian Education, be omitted.

Mathematics Department Proposals for Changes in Catalog

- A. Drop Mathematics 200 - Will be included in other courses.
- B. Change the number on Linear Algebra from 322 to 282.
- C. Add Mathematics 261. Finite Mathematics. 3 hrs.
It will replace Mathematics 200. It will include such topics as mathematical logic, set theory, permutations and combinations, probability theory, linear equations, matrices and determinants.
Prerequisite, Mathematics 251-252 or equivalent
(Note: will be prerequisite to Mathematics 282, Linear Algebra; and Mathematics 332, Mathematical Theory of Probability)
- D. Drop Mathematics 241. Modern Abstract Algebra.
- E. Add Mathematics 321. Algebraic Structures. 3 hrs.
Replace Mathematics 241. It will include such topics as groups, rings, unique factorization domains, fields, introduction to Galois theory and an analysis of systems of numeration.
Prerequisite, Mathematics 282 or consent of the Chairman.
- F. Drop Mathematics 352. Advanced Calculus II
- G. Add - Mathematics 362 - Introduction to Complex Variables 3 Hrs.
Replaces Mathematics 352. It will include such topics as complex numbers, elementary functions and mappings, series, analytic functions, conformal mappings, contour integrals, Cauchy's theorem, Taylor and Laurent expansions and Integral transforms.
Prerequisite, Mathematics 351, Advanced Calculus

Proposed Sociology Course Offering
for catalog, 1966-67

SOCIOLOGY

Departmental requirements for the Major in Sociology: Specific requirements include Courses 160, 200, 260, 301, 351-352, and Economics 250. Majors are urged to take Psychology 290 and to minor and/or take electives in the fields of mathematics, psychology, philosophy, history and political science, economics, and English.

Specific courses required for the Minor in Sociology include Courses 160 and 200.

See page 33 for the general requirements for majors and minors.

160. Cultural Anthropology (3)

An analysis of the range of variation and the degree of uniformity in human behavior as revealed through the institutions of pre-literate societies. Whenever possible, applications to human behavior in modern, complex societies will be made.

200. Introduction to Sociology (3)

A course intended to increase the student's understanding of human relations by giving a basic knowledge of sociological facts, concepts, and principles. After a preliminary study of the mutual influence of the individual and the group, the student examines patterns of interaction, social roles, stratification, and values. These concepts are then applied to the small informal group, large organizations, urban life, institutions, social tensions, and social change.

202. Social Problems (3)

A consideration of social problems as the symptoms of maladjustment in our complex modern society, with emphasis placed on the major social forces at play in a rapidly changing culture. Ways of correcting the maladjustments apparent in social life and individual behavior are examined critically with a view toward the development of rational social policy.

250. Marriage and Family Relations (3)

A course based on established sociological and anthropological theory and research concerning marriage and the family. Beginning with courtship, the course will include material on the dynamics of human relationship, marriage, parenthood, and family conflict, crises and stability. Some comparison between the family in the United States and the family in other cultures provides a broader perspective on the American family and its distinctive problems.

260. Social Organization: Small and Large Groups (3)

Analysis of the principal theories and research findings on the formation and organization of small groups and several types of large-scale organizations. Problems of communication, leadership, morale, stability and change will be examined.

Prerequisite, Course 200
Not offered in 1966-67

270. Social Welfare Institutions (3)

The purposes of this course are to describe and account for the change in social welfare institutions from the Industrial Revolution to the present, to acquaint the student with some of the contemporary social work processes, and to orient those students who plan to pursue social work as a profession.

280. The Sociology of Metropolitan Regions (3)

A course intended to increase the student's understanding of the demographic, ecological, and organizational features of large urban agglomerates. Some attention will be given to problems generated by urban living including its impact on personality.

Prerequisite, Course 200.

301. Social Thought and Theory (3)

Writings of selected major contributors to the development of sociological theory are read and analyzed. An attempt is made to understand the ideas in terms of individual personalities and the social-cultural milieu of the times. Contributions to succeeding thought and theories are traced.

Prerequisite, Course 200 or consent of instructor.
Not offered in 1966-67.

351-352. Social Research Methods (4)

During the first semester, after an introduction to some aspects to the philosophy of science, including problems of inference and proof, the students examine the development of concepts and hypotheses, research designs, instruments and procedures for making and recording observations, procedures for analysing and interpreting data, and the techniques for writing research reports. During the second half of this course, each student will be expected, on an individual basis and in consultation with the instructor, to design and carry through to completion an investigation of some phase of social life in the St. Louis metropolitan region.

Prerequisite, Economics 250.

390. Special Problems (1-3)

Course Changes and Catalog Changes from the Chemistry Department

Item 1: Drop - Chemistry 150 - General Inorganic Chemistry

Item 2: Add - Chemistry 151-152 - General Chemistry (6)

A study of the principles of chemistry which are the foundations for all the divisions of chemistry. Two lecture periods and one three-hour laboratory period per week.

Prerequisite, Chemistry 101, or high school chemistry.
Dr. Bornmann

Item 3: Change - Chemistry 160 - Introductory Organic Chemistry to two lectures and two laboratory periods per week (4)
and add "Offered on demand"

Item 4: Where "Prerequisite, Chemistry 150 and 160" occurred in catalog listings for Chemistry 251 and Chemistry 252, change to "Prerequisite, Chemistry 151 and 152"

Item 5: Change title of Chemistry 261-262 from "Intermediate Organic Chemistry" to "Organic Chemistry"

Proposed Catalog Course for 1966-67

Physical Education 249 School Health Education (2-3 hr.)

A course designed to provide the teacher with basic knowledge of personal and environmental hygiene. Stresses positive health education and develops techniques and methods necessary for teaching health education in both elementary and secondary schools. For non-majors, 2 hours of credit; for physical education majors, 3 hours of credit. Open to non-majors, freshmen, sophomores, and juniors; physical education majors, sophomores and juniors.

A new course.

Note: Will satisfy the hygiene requirement for teaching certificates.

Proposed listings for courses in Journalism for 1966-67 - Under Professional Education Division

51- 52. Journalism I

(2 vocational hours)

The principles and practice of responsible journalism. A student must have completed, or be enrolled in Journalism I, to be eligible for the staff of the Bark or the Linden Leaves. This course will take up: The educational aspects of student publications such as news gathering and headline writing. It will also introduce the student to the technical aspects of publishing such as lay-out and photography, as well as to such business operations as advertising and circulation. (Experts from the professional field will be invited to meet with students from time to time, and field trips in the area will be planned).

Two class meetings a week, one session being a laboratory for which the exercises will be drawn from the actual operation of student publications.

Mrs. Roudebush.

53-54. Journalism II

(2 vocational hours)

Problems specific to student publications on the college campus--their editorials, technical, and financial aspects. Designed primarily for students in positions of responsibility on the Bark and Linden Leaves and required of them.

Prerequisite, Journalism I (or may be taken concurrently).

One class meeting a week conducted as a staff meeting.

Mrs. Roudebush.

MINUTES OF THE FACULTY MEETING

Meeting

The regular meeting of the Faculty of Lindenwood College was held on February 9, 1966. President McCluer presided; Doctor Thomas gave the opening meditation.

Call to Order

The minutes of the previous regular meeting were approved as distributed.

Approval of Minutes

President McCluer announced:

(1) A meeting on Monday evening, February 14, at 7:30, to discuss the Modern Language program; the room will be announced later.

Modern Language Meeting

(2) The tentative date of April 16 for the dedication of the Howard E. Young Hall of Science.

Dedication

President McCluer then spoke of Dean Clevenger's attendance this week at the Cooperative Association of Colleges, held at Illinois College. A man was appointed to draw up a constitution for the Association (copies will be supplied to the Lindenwood College faculty later). All preliminary discussions are completed; faculties and boards need to recognize the Association and to provide the cost of an executive secretary. Colleges involved are Lindenwood, Culver Stockton, Dubuque University, Elmhurst, Illinois College, Iowa Wesleyan, North Park, and Principia.

Cooperative Association of Colleges

President McCluer announced that the Committee on Honorary Degrees recommends three candidates as recipients in 1966:

Honorary Degrees

Reverend Chalmers Henderson, D. D.
Admiral Sidney W. Souers, LL. D.
Mrs. Lenore Sullivan, LL. D. or Doctor of Humanities

Doctor Rechtern's motion that these three recommendations be accepted was seconded by Dean Lichliter and passed unanimously.

Dean Clevenger then presented the recommendations of the Educational Policies Committee:

Additions and Changes in Catalogue Offerings

- (a) Religion and Philosophy, presented by Doctor Thomas; unanimously approved.
- (b) Mathematics, presented by Miss Beasley; unanimously approved.
- (c) Sociology, presented by Doctor Schmidt; unanimously approved.
- (d) Chemistry, presented by Doctor Bornmann; unanimously approved.
- (e) Education, presented by Doctor DeWulf; unanimously approved.
- (f) Journalism, presented by Mrs. Roudebush and approved.

Dean Clevenger reminded the chairmen of departments that by March 4 the registrar should have the list of courses for 1966-1967; also, that budget proposals for next year are to be submitted by March 18.

Dean Clevenger appointed Doctor Grundhauser, Doctor DeWulf, and Doctor Richey to investigate the possibility of grants under Title VI of the new Educational Act.

Committee
on Grants

Dean Clevenger asked that all faculty members interested in summer school meet in the Staff Lounge on Thursday, February 10, at 11 a.m.

Summer School

Miss McCrory moved that

MISS EMILY BROCK BE EXCUSED FROM MEETING
THE LANGUAGE REQUIREMENT FOR GRADUATION
BECAUSE OF HER DEAFNESS.

Waiving of
Language
Requirement

The motion was seconded by Mr. Wehmer and approved by the faculty.

The meeting was adjourned.

Adjournment

Respectfully submitted,

Emma Purnell
Secretary to the Faculty

Lindenwood College
St. Charles, Missouri

Office of the Dean

February 28, 1966

TO: Members of the Faculty

FROM: Homer Clevenger

Dr. Morton has reported to me that his final report will consist of 200 or more pages. He has supplied me with a rough draft of an abstract of the report which he thinks will supply the faculty with the information they will want. You will note that he has made some corrections with the expectation that it should be typed in accurate form, correcting or changing at those points where he has indicated correction should be.

Because re-copying the document would entail so much stenographic time and because I think the sense will be clear to all of you, I am placing this report on the table in the staff lounge where anyone who wishes may find and examine it.

For the convenience of all, I propose that it be read and kept in that room.

Homer Clevenger

HC:fp

Lindenwood College
St. Charles, Missouri

Office of the Dean

March 7, 1966

TO: Members of the Faculty

FROM: Homer Clevenger

The agenda for the faculty meeting in McCluer Lounge at 4:10 P.M. Wednesday, March 9, 1966 is as follows:

1. Opening Prayer
2. Approval of Minutes
3. Announcements: Dr. McCluer - Mississippi Valley College Association.
4. The Educational Policies Committee places before the faculty the following additions and changes to the catalog offerings:
 - a. Dr. Barnett proposes some catalog changes in English. The statement is attached. The committee recommends the adoption by the faculty.
 - b. Dr. DeWulf proposes the attached changes in the program of teacher education. The committee recommends their adoption.
 - c. Dr. Grundhauser proposes changes in the requirements for majors in Biology. The committee recommends their adoption.
5. Report of the Committee on absences before and after holidays. The matter of absences before and after holidays was reviewed. Penalties considered were: negative hours in the class missed, requiring extra hours for graduation, a money fine. None seemed acceptable. There has been no penalty since the three cut allowance was dropped. The only control now is the ability of the dean to keep such absences in check. One hundred excuses were issued at Thanksgiving, twenty-five at Christmas. There are already seven issued for Easter. It is the judgment of the committee that we let the dean continue to keep the number in check.

6. Report of the Committee on varying policies of the departments in excusing students from general education requirements on high school transcript and proficiency tests was examined. Fulfilling the requirement in natural science was given special attention. The committee agreed to let Dr. Grundhauser take the question up with his division and report back to the April meeting.
7. The Educational Policies Committee proposes that changes in courses and requirements other than those affecting general education can be approved by the committee without reference to the faculty.
8. The Educational Policies Committee in the press of business set its consideration of returning credit for graduation to the April meeting.
9. New Business.
10. Announcements
 - a. Miss Lichliter
 - b. Miss Beale
 - c. Dean Clevenger
 1. Summer School
 2. Sabbatical leaves
11. Adjourn

Faculty Agenda - March 1966

TO: The Faculty, Lindenwood College

The following proposal for changes in the general education course offerings in English has been approved by the Humanities Division and by the Educational Policies Committee and is herewith submitted to you for your consideration:

THE PROPOSED CHANGE: The credits awarded for the successful completion of the following courses will hereafter be 2-3 hours instead of 2 hours.

English 207, 208	Modern Fiction
English 215	Modern Poetry
English 216	Modern Drama

EXPLANATION: On the basis of CEEB scores, writing samples, and other available information, top-ranking freshmen have been placed in advanced sections of English Composition. It is proposed hereafter to allow these students to enroll in any two of these modern literature courses in lieu of English 101-102.

The freshmen enrolled in the modern literature courses will be required to attend the art-literature lectures and to do a paper each semester, in addition to the regular requirements. They will consequently earn three hours credit. (Sophomores and upperclassmen may also take the modern literature courses but will not attend the lectures nor do the paper required of the freshmen. They will, therefore, receive two hours of credit.)

The reasons for this change are to provide an increase in the choices which capable students may make, an opportunity for students to enrich their programs in English in advance of the junior examinations, and a more equitable distribution of the composition work-load for the English instructional staff.

Since the work in the modern literature courses provides continual experience in writing, the students will receive composition practice comparable in quantity to that provided in English 101-102. The more extensive reading and more advanced level of the writing will give the students an advantage not available in the present program.

Faculty Agenda - March 1966

Lindenwood College
St. Charles, Missouri

Department of Education

MEMORANDUM

RE: REVISION OF COURSE SEQUENCE IN TEACHING EDUCATION TO APPEAR IN
THE 1966-1967 CATALOG

Drop from the certification requirements for high school teachers,
beginning second semester, 1966-1967:

EDUCATION 210, EDUCATIONAL PSYCHOLOGY (3)

EDUCATION 301*, METHODS OF TEACHING IN HIGH SCHOOL (3)

PSYCHOLOGY 308, ADOLESCENT PSYCHOLOGY (2)

Add:

Education 300-301 (8)

Instructional Tactics and Strategies for Secondary Teaching

The course consists of an analytical study of teaching in the high school based upon the logic of scientific inquiry and concepts of human development and learning. Varieties of evidence from the psychology of education and adolescent psychology contribute to an understanding, development, and evaluation of teaching and learning models. Provides an integrated view of teaching, learning, and social behavior in the secondary school setting.

Prerequisite, Psychology 200

THE FIRST SEGMENT, EDUCATION 300, WILL BE OFFERED IN THE
SECOND SEMESTER, 1966-67.

* FOR THE FIRST SEMESTER THE NUMBER WILL BE CHANGED TO EDUCATION 309.
THE COURSE WILL NOT APPEAR IN THE 1967-68 CATALOG.

The approach to our revised sequence is an adaptation of "A Proposal for the Revision of the Pre-Service Professional Component of a Program of Teacher Education." The "Proposal," a working paper, one way to conceptualize the purposes and content of teacher education, was developed by a committee of the American Association of Colleges for Teacher Education while under a twenty-seven month contract from the U.S. Office of Education. A reformulation of an entire pre-service teacher program recommended by the project committee includes the following courses and contents:

Course I ANALYTICAL STUDY OF TEACHING

- A. A Concept of Teaching
- B. Paradigms, Models or Schema for Teaching
- C. Concepts from Research in Teaching
- D. Non-verbal Communication in the Classroom
- E. Assessment of the Social-Emotional Climate
 in the Classroom
- F. A Study of the Classroom Group as a Social System
- G. Nature of Leadership Style

Course II STRUCTURES AND USES OF KNOWLEDGE

- A. Determinants and Uses of Knowledge
- B. Logical Structure
- C. Structure and Form of Knowledge
- D. The Meaning of Subject Matter
- E. Logical Aspects of Teaching
- F. Analysis of Content and Existing Structures

Course III CONCEPTS OF HUMAN DEVELOPMENT AND LEARNING

- A. Structure of Intellect
- B. Cognitive Growth
- C. Concept Formation
- D. Cognitive Learning Styles
- E. Inquiry Training
- F. Readiness and Motivation in Learning
- G. Evaluation of Learning

Course IV DESIGNS FOR TEACHER-LEARNING

- A. Teaching Strategies
- B. Learning Unit Design
- C. Formation of Objectives
- D. Instructional Systems
- E. Programmed Instruction

Course V DEMONSTRATION AND EVALUATION OF TEACHING COMPETENCIES

- A. A Review of Teaching Behaviors
- B. Selecting and Planning Trial Experience
- C. Analysis of Demonstrated Competencies
- D. Theories of Instruction and Teaching
- E. The Professional

The foundational area of Lindenwood's teacher education program under revision has the following pattern of courses:

Educational Psychology	3 Semester Hours
Adolescent Psychology	2 Semester Hours
Methods of Teaching in the High School	3 Semester Hours

Segments of courses and contents offered at Lindenwood College, during the past few years, appear to be aligned with, if not tangent to, a major portion of the TEAM Project Proposal. In the area of preparing our secondary teachers, for example, Educational Psychology and Adolescent Psychology when viewed together have much in common with the Proposal's Course III, plus items D through G in Course I. The course titled Methods of Teaching in the High School resembles in many respects the Proposal's Course IV plus items A through C in Course I.

An advance that seems to fit our capabilities at this time would nullify the discrete sequence of Educational Psychology, Adolescent Psychology, and Methods of Teaching in the High School. More appropriate to our means, and, it seems, the needs of future teachers, is a single unit incorporating the Proposal's Course I, Course III, and Course IV.

"Instructional Tactics and Strategies for Secondary Teaching," as the course will be titled, shall initially carry an eight (8) semester hour value. Scheduled over a two semester period, credit toward the teaching certificate will be given only on completion of the entire course.

PROPOSED CHANGES

THE DEPARTMENT OF BIOLOGY

Departmental requirements for the major in Biology:

Specific requirements include courses 101-102, 202, 254, 259, 261, 265 or 305; and Chemistry 151-152, and Organic Chemistry, the nature of the latter (Chem. 160 or 261-262) depending on the discretion of the head of the department.

Drop: Biology 251-252 Physiology 6 hours

Add: Biology 265 Mammalian Physiology 4 hours
Two one hour lectures and two three hour laboratories
per week.

Prerequisite: Biology 101-102, Chemistry 160, or equivalent and consent of the instructor.

Biology 305, Cellular Physiology, will become a 4 hour course.
Two one hour lectures and two three hour labs. Credit of four hrs.

Prerequisite: Organic Chemistry and consent of the instructor.

Drop: Biology 263-264 Comparative Anatomy 6 hours

Add: Biology 261, Comparative Anatomy 4 hours
Two one hour lectures and two three hour labs.

Prerequisite: Biology 101-102

Drop: Biology 151, Hygiene 2 hours

LINDENWOOD COLLEGE

Office of the President

March 7, 1966

TO MEMBERS OF THE FACULTY:

Enclosed is information about the Mississippi Valley College
Association which will be discussed at Faculty Meeting.

Yours sincerely,

F. L. McCluer

F. L. McCluer

FIM: rg

ARTICLES OF INCORPORATION

MISSISSIPPI VALLEY COLLEGE ASSOCIATION

(Reference: printed form for incorporating in Illinois)

Incorporators: all of the Directors

1. Mississippi Valley College Association
2. perpetual
3. The address of the Registered Office: (to be determined)
(The registered agent may be any person in Illinois; he may be but need not be a Director. He must file the annual report; should there be any suit against the corporation, he would be named.)
4. Directors: the presidents of all the member colleges.
5. The purposes for which the corporation is formed are as follows:
 - (a) To create a community of colleges for co-operative endeavor, mutual stimulation, the exchange of ideas, the increase of educational effectiveness, and for the exchange of information;
 - (b) To conduct programs and projects which can be done more effectively by a group than by individual colleges;
 - (c) To achieve greater operating efficiency and to make joint studies of educational and administrative problems;
 - (d) To develop additional sources of revenue.

(Note: include here (or in the Bylaws?) the general statement from the Internal Revenue Code regarding non-profit organizations.)

The names and addresses of the Presidents of the member Colleges:

Fred Helsabeck, Culver-Stockton,	Canton Missouri 63435
Donald C. Kleckner, Elmhurst College,	Elmhurst, Illinois 60126
L. Vernon Caine Illinois College	Jacksonville Illinois 62650
Howard W. Johnston, Iowa Wesleyan College,	Mt. Pleasant, Iowa 52641
Franc L. McCluer, Lindenwood College,	St. Charles, Missouri 63301
Karl A. Olsson North Park College,	Chicago, Illinois 60625
David K. Andrews. Principia College,	Elsah, Illinois 62028
Gaylord M. Couchman, The University of Dubuque,	Dubuque, Iowa 52002

BY-LAWS

MISSISSIPPI VALLEY COLLEGE ASSOCIATION

ARTICLE I

Sec. 1. The name of this Corporation shall be:
MISSISSIPPI VALLEY COLLEGE ASSOCIATION

Sec. 2. Its principal office shall be located at _____,
_____ County, Illinois.

Sec. 3. Other offices for the transaction of the Association's business shall be located at such places as the Board of Directors may from time to time determine.

ARTICLE II

Membership

Sec. 1. The members of this Association shall consist of the colleges listed below and such additional institutions as may be admitted to membership by unanimous vote of the then member institutions:

Culver-Stockton College, located at Canton, Missouri
Elmhurst College, located at Elmhurst, Illinois
Illinois College, located at Jacksonville, Illinois
Iowa Wesleyan College, located at Mt. Pleasant, Iowa
Lindenwood College, located at St. Charles, Missouri
North Park College, located at Chicago, Illinois
Principia College, located at Elsau, Illinois
The University of Dubuque, located at Dubuque, Iowa

Sec. 2. The term of membership shall continue during the life of the Corporation or until a member shall resign.

Sec. 3. A member institution may resign its membership in the Association, provided that written notice has been mailed to all of the other members at least 90 days in advance. However, the resigning institution is obliged to pay the full annual assessment for the fiscal year in which the resignation becomes effective.

ARTICLE III

The Board of Directors

Sec. 1. The business and property of the Association shall be held and managed by the Board of Directors which shall consist of the presidents, or acting presidents, of the member institutions.

Sec. 2. An annual meeting of the Directors shall be held during the first 15 days of November each year at such time and place as shall be designated by the Executive Committee. Written notice shall be mailed to each member at least 30 days in advance of said meeting.

Sec. 3. At least one other meeting shall be held annually. Special meetings of the Board may be held at any time or place, pursuant to call signed by the Chairman of the Board of Directors, or by any three Directors, or by the President of the Association. Calls for special meetings shall specifically state the time, place, and purpose thereof.

Sec. 4. Written notice of each special meeting shall be mailed or personally delivered to each Director at least 10 days before the date of such meeting, unless notice of said meeting is waived in writing by said member. No notice or call or written waiver for any meeting shall be necessary when all Directors are present at such meeting.

Sec. 5. A majority of the Directors of this Association shall constitute a quorum at any meeting of the Directors. A majority of those present and voting at any meeting shall be sufficient to transact the business of the Association.

Sec. 6. At all meetings of the Directors, each institution shall be represented by its president or acting president. Only Directors shall vote. In the event said president or acting president is unable to attend, the member college shall be entitled to non-voting representation at said meeting by its chief academic officer.

ARTICLE IV

Officers of the Board of Directors

Sec. 1. The Board of Directors shall elect from its own membership a Chairman, a Vice-Chairman, and a Secretary. The term of office shall begin July 1 and shall extend for two years. The first slate of officers shall be elected at the first official called meeting of the Association; thereafter, the officers shall be elected at the November meeting in alternate years.

Sec. 2. No person serving as an officer of the Board of Directors shall succeed himself in the same office.

Sec. 3. The three officers of the Board, together with another Director elected in the same manner by the Board, shall serve as the Executive Committee. Provision shall be made in the selection of the Executive Committee to have at least one representative from each of the states wherein the member colleges are located.

Sec. 4. The Executive Committee shall act in specific matters as authorized by resolutions passed by a majority of the Board.

ARTICLE V

Officers of the Association

Sec. 1. The officers of the Association shall be a President, a Vice-President, a Secretary, and a Treasurer. The President and the Treasurer shall be elected by the Directors, upon the nomination of the Executive Committee, for a term of one year.

Sec. 2. The Chairman of the Board of Directors shall serve as Vice-President of the Association and the Secretary of the Board of Directors shall serve as Secretary of the Association. The Treasurer may be but need not be a Director.

Sec. 3. The appointment of any officer, agent, or employee may be terminated by resignation or by a two-thirds majority vote of the Board of Directors.

Sec. 4. PRESIDENT OF THE ASSOCIATION

The President shall have general supervision of the affairs of the Association and shall be responsible for carrying out its policies and programs. The President shall when requested meet with the Board of Directors and with the Executive Committee. The President shall serve as a coordinating link between member institutions and shall consult with member institutions about varied interests relating to the purposes of the Association and will assist in the preparation of proposals to be carried out under the direction of the President in accordance with the policies and instructions of the Board. The President shall prepare the annual budget for submission to the Board of Directors and will be charged with responsibility for expenditure of the Association's funds in accordance with the authorization of the Board. He will arrange for the employment of consultants and other paid staff as authorized by the Board of Directors.

Sec. 5. VICE-PRESIDENT OF THE ASSOCIATION

The Vice-President shall, in the absence or disability of the President perform the duties and exercise the powers of the President and shall perform such other duties as the Board of Directors shall prescribe.

Sec. 6. SECRETARY OF THE ASSOCIATION

The Secretary shall preserve in the Minute Books of the Association true minutes of the proceedings of all meetings and shall safely keep in his custody the Seal of the Association and shall have authority to affix the same to all instruments when authorized by the Board of Directors or required by law. He shall perform such other duties and have such other powers as may be delegated to him by the Board of Directors. The Secretary shall keep a current and accurate list of the member colleges and of the Directors.

Sec. 7. TREASURER OF THE ASSOCIATION

Subject at all times and in all respects to the direction and approval of the Board of Directors and subject to the terms of any gift grant, bequest, or devise made to the Association, the Treasurer shall have the custody of and be responsible for all monies of the Association, shall disburse such monies as ordered by the Board of Directors, and shall keep full and accurate records and accounts in books belonging to the Association, showing the transactions thereof, its accounts, liabilities and financial condition. He shall make a full report of the financial condition at the annual meeting of the Directors and shall make such other reports and statements as may be required by the Directors. He shall perform such other duties and have such other powers as may be delegated to him by the Board of Directors.

ARTICLE VI

Financing and Financial Obligation

Sec. 1. The Association is to be financed in general through annual dues and other assessments of members and through gifts, grants and devises and bequests from interested persons and organizations.

Sec. 2. Unless otherwise provided, the basic operating expenses of the Association shall be financed by the annual dues which are the obligation of all member colleges. The financial obligation of the member colleges shall be limited to such amounts as may be recommended by the Board of Directors of the Association and approved and authorized by the proper authority of each member college. The Association shall have no authority to levy any assessment on any member college without its consent.

Sec. 3. The fiscal year of the Association shall be from July 1 to June 30.

ARTICLE VII

Autonomy of Member Institutions

Membership in the Mississippi Valley College Association shall in no wise infringe upon the autonomy of any member institution. Likewise, membership in this Association shall not be regarded as conflicting with participation by member institutions in other state, regional, or national educational and religious organizations.

ARTICLE VIII

Amendments

These By-laws may be amended by an affirmative vote of a three-fourths majority of the Directors at any regular or special meeting, if notice of the proposed amendment be contained in the notice of the meeting sent to each member at least 30 days prior to the date of said meeting or if notice be waived by all of the Directors. These By-laws shall not be amended in any other manner. The Board of Directors may by resolution entered in the minutes of its meetings provide for other and further rules for the conduct of the affairs of this association not inconsistent with these By-Laws.

MINUTES OF THE FACULTY MEETING

Meeting

The regular meeting of the Faculty of Lindenwood College was held on March 9, 1966. President McCluer presided and gave the opening meditation.

Call to Order

With the correction of the initial in the Howard I. Young Hall of Science, the minutes of the previous regular meeting were approved as distributed.

Approval of Minutes

Dean Clevenger moved

THAT THE FACULTY RECOMMEND TO THE BOARD THAT WE JOIN THE MISSISSIPPI VALLEY COLLEGE ASSOCIATION.

Dean Lichliter seconded the motion, which was passed unanimously.

Mississippi Valley College Association

Doctor McCluer announced that (1) the new date for the dedication of the Howard I. Young Hall of Science is May 14, and (2) the dedication of Parker Hall is to be on Alumnae Day, May 7, at 2:30.

Dedications

Dean Clevenger then brought before the faculty the proposals recommended by the Educational Policies Committee and described in the agenda for the meeting:

Additions and Changes in Catalogue Offerings

- (a) English, presented by Doctor Barnett; unanimously accepted.
- (b) Education, presented by Doctor DeWulf; unanimously accepted.
- (c) Biology, presented by Doctor Grundhauser; unanimously accepted.
- (d) Approval by the Educational Policies Committee without reference to the faculty of changes in courses and requirements other than those affecting general education.

Doctor Schmidt moved

THAT THE RECOMMENDATION BEFORE THE HOUSE BE AMENDED TO STATE THAT ANY FACULTY MEMBER WISHING TO CHALLENGE A DECISION SHOULD BRING THE SUBJECT BEFORE THE FACULTY AT THE NEXT MEETING FOLLOWING PROMPT NOTIFICATION OF THE CHANGE.

The amendment passed unanimously. The amended recommendation then passed with one dissenting vote.

Dean Clevenger suggested that on April 30 the students, faculty, administration, and Board join in a farewell party for Doctor McCluer, with a Board Committee and a Faculty Committee to work out details. Doctor Doherty, Doctor Sibley, Miss Ross, Mrs. Roudebush, and Mr. Hendren were elected to serve on the Faculty Committee.

The meeting was adjourned.

Adjournment

Respectfully submitted,

Emma Purnell
Secretary to the Faculty

Lindenwood College
St. Charles, Missouri

Office of the Dean

March 11, 1966

TO: The Faculty
FROM: Homer Clevenger

I have in my office application blanks for the Curators' Scholarships for faculty members in Missouri colleges. This scholarship is \$75 which is the amount of the incidental fee at summer school.

If you are interested, come by and get a blank.

Homer Clevenger

HC:fp

Lindenwood College
St. Charles, Missouri

Office of the Dean

March 14, 1966

TO: All Faculty
FROM: Homer Clevenger

Upon examining the calendar, I discover that our return to the campus on April 11 will precede our regular faculty meeting date by just two days. Ordinarily, divisional and Educational Policies Committee meetings precede the faculty meeting. I am therefore proposing that any divisional meeting on business which might come before the faculty meeting on April 13th be called for Wednesday, March 30.

I shall send out notices to members of the Educational Policies Committee that we will meet on Thursday, March 31 at 4:10 P.M.

Homer Clevenger

HC:fp

LINDENWOOD COLLEGE
ST. CHARLES, MISSOURI
Office of the President

On March 17, 1965, by a vote of 34 to 29 the faculty voted to request that it be released from its commitment to the 3-3 Plan and Calendar, and authorized to reconsider the whole curriculum.

This action was taken after some discussion of the efforts made by the several divisions to rearrange their schedules to fit the new calendar and to meet the General Education requirements which had been approved by the faculty earlier.

CRITERIA FOR JUDGING QUALITY IN A COLLEGE: *

1. Seriousness of purpose
2. Clearly defined educational goals
3. Care in selection and retention of faculty
4. Careful selection of students
5. Planned curriculum and conscientious teaching
6. Atmosphere of intellectual ferment
7. Institutional self-criticism

*From: Eight Hundred Colleges Face the Future - the preliminary report of the Danforth Commission on Church Colleges and Universities

Trends in higher education that should be noted in any study of curricular or calendar change: **

1. A new approach to general education - away from survey courses to the more intensive study of topics in the social sciences, humanities, and natural sciences.
2. More general majors - i.e. American area studies, natural science major, non-western culture, international affairs, etc.
3. Reduction of course offerings.
4. Students taking fewer courses but studying them more intensively.
5. Taking courses rather than accumulating credit hours.
6. Extending independent study programs to all students - not just the superior student - and including freshmen.
7. Work and field experience as a part of the calendar change.
8. More experimental approaches.

**Baskin, Samuel, Ed. HIGHER EDUCATION, Some Newer Developments, McGraw Hill, 1965

SUMMARY OF DIFFERENT EDUCATIONAL PLANS INVOLVING CALENDAR CHANGE:

I. The Four-One-Four Plan

1. A long term before Christmas holidays with four courses; an interim term of four weeks in January; a long term in the spring with four courses.
2. Colleges under this plan: Macalester, Colby, Lakeland, Bard, Stetson
Clark
3. Sample calendar (Macalester):
September 3 - December 19
January 4 - January 29
February 2 - May 24 (one week Easter recess)

II. The Four-Four-Two Plan

1. A long term before Christmas holidays with four courses; a long term after Christmas with four courses; a short term in the spring with two courses.
 - a. Total year - 34 hours
 - b. Total courses - 10

III. The Three-Three Plan

1. Three terms with three courses
 - a. Total year - 34 hours
 - b. Total courses - 9
2. Colleges under this plan: Coe, Lawrence, Monmouth, Lake Forest, Earlham
3. Sample calendar (Earlham):
September 20 - December 11
January 4 - March 18
March 29 - June 13

IV. Semester Plans avoiding the "lame duck" session

1. Colleges under this plan: Webster, Clemson, Bates, Miami (Oxford)
2. Sample calendar (Webster):
August 30 - December 17
January 10 - May 13
3. Bates College adds a short term (May and June) for intensive work and students, by taking three of these terms, may graduate in three years - those who take four years will leave the first of May.
 - a. This allows four year students to have extended time to earn for their college expenses or for travel abroad.
 - b. Tuition costs are the same for all students regardless of which plan they choose.
 - c. This is similar to plan outlined to the faculty in 1962.

Summary of Different Educational Plans Involving Calendar Change: (Continued)

V. Suggested variations

1. Under the 4-1-4 plan, Dr. Clevenger suggested that freshmen and sophomores be allowed to take four courses each long term and juniors and seniors - five.
2. Some colleges have reversed this - allowing freshmen and sophomores to take five courses, juniors and seniors, four.
3. Ohio Wesleyan: 13 weeks, 10½ weeks with freshmen taking three courses in the long term, upperclassmen, four; all take 3 courses in the shorter terms.
4. Hanover: 14 - 14 - 5 weeks
5. Union College: 14 - 6 - 14 weeks
6. Pacific University 15½ week semester - Sept. 5-Dec. 22
16 week semester - Jan. 17 - May 15 (one week vacation)

Note 1. There is still considerable variation regarding Thanksgiving - some keeping to the week end recess; others allowing just one day.

Note 2. In a number of colleges, class hours are being extended from 50 or 60 minutes to 75.

Lindenwood College
St. Charles, Missouri

Office of the Dean

April 11, 1966

TO: Members of the Faculty

FROM: Homer Clevenger

The agenda for the faculty meeting in McCluer Lounge at 4:10 P.M. Wednesday, April 13, 1966 is as follows:

1. Opening Prayer
2. Approval of Minutes
3. Announcements - Dr. McCluer
4. The Educational Policies Committee places before the faculty these propositions and recommends their approval:
 - A. That no more than eight hours credit can be returned toward graduation after the last semester at Lindenwood.
 - B.1-That the general educational requirement in History 101-102 be dropped.
 - 2-That the general educational requirement read: "Six hours in history" to be fulfilled in any of the following ways:
 - a. By proficiency examination
 - b. By History 101-102 in the freshman or sophomore years
 - c. By History 205, 206 or 201,202 in the freshman, sophomore or junior years
 - d. By any two advanced courses in history in the junior or senior years
 - 3-That the catalog description of History 101-102 be changed to read:
History 101-102 (3-3) History of Civilization

This course will seek to identify the basic characteristics of western civilization, to compare and contrast them with the characteristics of the major non-western civilizations, and to explore the interactions of the west and the east in modern times.
 - 4-That the following courses be renumbered:
History 253 to become History 353
History 254 to become History 354
History 257 to become History 357
History 259 to become History 359

- C. That item 12, p. 36, 1965-66 catalog, under requirements for B.A. degrees be stricken out and the following substituted:

Chemistry 150 and 160, or Physics 155-156 or Mathematics 101-102 unless a proficiency examination before the end of the sophomore year excuses the student from Mathematics 101-102. A mathematical skills examination in arithmetic and simple algebra will be given to all incoming students. Students deficient in these areas will be enrolled in a remedial non-credit mathematics program.

5. New Business

6. Announcements

- a. From the floor--Dr. DeWulf
- b. Miss Beale
- c. Miss Lichliter
- d. Dean Clevenger

7. Adjourn

Homer Clevenger

- C. That item 12, p. 36, 1965-66 catalog, under requirements for B.A. degrees be stricken out and the following substituted:

Chemistry 150 and 160, or Physics 155-156 or Mathematics 101-102 unless a proficiency examination before the end of the sophomore year excuses the student from Mathematics 101-102. A mathematical skills examination in arithmetic and simple algebra will be given to all incoming students. Students deficient in these areas will be enrolled in a remedial non-credit mathematics program.

5. New Business
6. Announcements
 - a. From the floor--Dr. DeWulf
 - b. Miss Beale
 - c. Miss Lichliter
 - d. Dean Clevenger
7. Adjourn

Homer Clevenger

Lindenwood College
St. Charles, Missouri

Office of the Dean

April 8, 1966

TO: Faculty Members

FROM: Homer Clevenger

EDUCATIONAL POLICIES COMMITTEE ACTION
ON PROPOSITIONS FROM DIVISIONS ON
MATTERS NOT AFFECTING GENERAL EDUCATION

1. Dr. Moore, representing the Social Science Division, presented the proposition that the courses in psychology, described below, be added to the catalog. He moved the approval and the committee concurred.

Psychology 306 Industrial Psychology (3) Richey

The application of psychological principles and techniques in the selection, classification, training, and utilization of personnel in business, industry, and government.

Prerequisite: Psychology 200

Psychology 307 Exceptional Children (3) Chandler

The study of children with deviant patterns of development: gifted, retarded, sensory defects, emotional problems.

Prerequisites: Courses 200 and 295 (or equivalent) or consent of instructor. This course will be carried in the catalog under the Education Department as well as the Psychology Dept.

2. Dr. Barnett presented from the Humanities Division a series of proposals relating to changes in the Modern Language Department.

Dr. Moore moved and the committee agreed unanimously that the matter of adding new courses be tabled.

Dr. Hood moved and the committee approved the following changes in the German offerings:

- a. Add German 314
- b. Drop German 207-208
- c. Change German 213 to a two-semester course numbered 213, 214. (Descriptions to be furnished by the department)

Dr. Moore moved and the committee concurred in the proposal that the conventionally taught freshman courses in modern language be reduced from five to four hours.

Homer Clevenger

HC:fp

Lindenwood College
St. Charles, Missouri

Office of the Dean

April 14, 1966

TO: Members of the Faculty

FROM: Homer Clevenger

The preliminary report is that the following professors
are going to participate next year in our Asian Visiting Professors
Project:

Jothiya Dhirasekera
Emigdio E. Egipto
Ahmed Ali

Ceylon
Philippines
Pakistan

HC:fp

MINUTES OF THE FACULTY MEETING

Heading

The regular meeting of the Faculty of Lindenwood College was held on April 13, 1966. President McCluer opened the meeting; Doctor Moore gave the opening meditation.

Call to Order

The minutes of the previous meeting were approved as read.

Approval of Minutes

Dean Clevenger presided and brought before the faculty the proposals recommended by the Educational Policies Committee, which were described in the agenda for the meeting:

Additions and Changes in Catalogue Offerings

Proposition A (Return of credit hours), passed unanimously.

Proposition B (Revisions in History Department), passed unanimously.

Proposition C (Requirements in Chemistry, Physics, or Mathematics), passed unanimously.

Miss Ross asked that the \$60 charge for riding instructions be added to the registration material; also, that special attention be given to enrolling students in suitable P.E. courses during their first two years at Lindenwood.

Registration for P.E.

Doctor DeWulf presented a request from the students that the faculty support the Carnival on April 23 from 1 to 5 p.m. Miss Beale moved

Faculty Support for Carnival

THAT THE FACULTY GO ON RECORD AS APPROVING THE CARNIVAL AND PARTICIPATING FROM THE STANDPOINT OF ATTENDING IF POSSIBLE.

Doctor Doherty seconded the motion, which passed unanimously; Doctor DeWulf is to convey this message to the students.

Dean Clevenger asked that any faculty member interested in summer scholarship submit a request by May 1.

Announcements

Doctor Grundhauser announced open house in the new Science Building from 4 to 6 on April 20.

The meeting was adjourned.

Adjournment

Respectfully submitted,

Emma Purnell
Secretary to the Faculty

Lindenwood College
St. Charles, Missouri

Office of the Dean

May 9, 1966

TO: Members of the Faculty

FROM: Homer Clevenger

The agenda for the faculty meeting in McCluer Lounge at 4:10 P.M. Wednesday, May 11, 1966 is as follows:

1. Opening Prayer
 2. Approval of minutes
 3. Dr. McCluer - Announcements
 4. The Educational Policies Committee places before the faculty the following additions and changes:
 - Drop: Religion 250 - Introduction to Theology
Religion 216 - Christian Ethics
 - Add: Philosophy 150 - Introduction to Morality and Ethics (3)

An examination of the nature of morality, and an introduction to ethical theories. Current issues in personal and social morality are discussed.
 - Add: Religion 150 - Contemporary Religious Thought (3)

An examination of selected issues in religious thought with readings and discussion based upon works by present-day writers. Consideration will be given to problems of belief in God, the nature of religion, contemporary views of the church, man, and problems of faith and culture.
- Note: The additions would add two other courses from which freshmen could choose.
5. Approve candidates for degrees

6. Announcements
 - Miss Lichliter
 - Miss Beale
 - Dean Clevenger
 - Others
7. New Business from the floor
8. Adjourn

Lindenwood College
St. Charles, Missouri

Office of the Dean

May 9, 1966

TO: Members of the Faculty
FROM: Homer Clevenger
RE: Report of actions of Educational Policies Committee at its
session May 5, 1966

Addition of the following courses which would not be offered
until ~~1966-67~~ -- Tabled until first meeting in the fall.
1967-68

Philosophy 303, 304. History of Western Thought (3,3)

A study of the intellectual history of Western culture, examining its heritage of faith and reason and the influential ideas that have come to shape modern thought.

Philosophy 306. Seminar: Twentieth Century Philosophy (1-3)

Examination of selected philosophical trends in the twentieth century.

Philosophy 313. Seminar: Metaphysics (1-3)

Examination of a selected topic in metaphysical theory. The course is open only to advanced students in philosophy.

Philosophy 314. Seminar: Epistemology (1-3)

Examination of a selected topic in epistemological theory. The course is open only to advanced students in philosophy.

Religion 314. Seminar: Revelation and Religious Knowledge in Recent Theology (3)

Examination of the thought of a selected theologian.

The following changes in the Music Department offerings were approved:

Add: Music 60 Opera Workshop (1,1)

A study of the opera from the standpoint of production. Complete operas, as well as scenes from operas, will be produced. All elements of production, including design and costuming, will be included.

Change description of Music 301-302- Tonal Counterpoint (4)

Contrapuntal techniques of the 18th and 19th centuries with practice in writing and analyzing the various forms.

Drop: Music 307-308 Musical Form and Analysis (4)

Add: Music 307 Modal Counterpoint (2)

Contrapuntal techniques of the 15th and 16th centuries emphasizing writing in the various styles.

Music 308 Form and Analysis (2)
Advanced studies in form, dealing primarily with
complex and unusual structures not encountered in pre-
vious theory studies.

The proposition to reduce the credit in Stagecraft (Speech
351,352 to two hours each semester instead of three was approved.

Minutes of the Faculty Meeting

Heading

The regular meeting of the Faculty of Lindenwood College was held on May 9, 1966. President McCluer opened the meeting; Doctor Thomas gave the meditation.

Call to Order

The minutes of the April 13 meeting were corrected to include Doctor DeWulf's motion

Correction and Approval of Minutes

THAT THE FACULTY FORM A COMMITTEE FOR FACULTY PARTICIPATION IN THE CARNIVAL.

Doctor McCluer seconded the motion, which was defeated.

The minutes were then approved.

Dean Clevenger presented Item 4 of the Agenda (the recommendation of the Educational Policies Committee regarding changes in Religion and Philosophy courses). These recommendations were adopted unanimously.

Changes in Catalogue Offerings

Doctor Moore moved

THAT THE CANDIDATES IN ITEM 5 OF THE AGENDA HAVE THE PROPER DEGREES CONFERRED UPON THEM PROVIDED THAT THEY FULFILL ALL THE REQUIREMENTS BETWEEN NOW AND THE END OF THE SEMESTER.

Conferring of Degrees

Miss Beale seconded the motion, which passed unanimously.

Dean Lichliter requested information for orientation week; told of supply of blank keys and blank answer sheets; and urged return of recommendations for senior students, counselees' folders properly filled in, counselees' report sheets, and list of counselees.

Requests

Dean Clevenger asked for the prompt return of the catalogue copy from each department.

After Doctor Rechtern raised the question of students who do not receive diplomas going through the line at graduation, Doctor McCluer declared that he would be glad to have the faculty's opinion about this but that final decision concerning a change this year should be left to the administration.

Procedure for returned credit

Dean Lichliter moved

THAT WE HAVE AN EXPRESSION OF OPINION FROM THE FACULTY WHETHER WE SHOULD HAVE THE STUDENTS WHO ARE RETURNING CREDIT GO ACROSS THE PLATFORM.

Doctor McCluer asked those who favored the motion to rise. After a favorable response, Doctor McCluer asked for a vote by standing from "those who prefer that the students rise but not go across the platform." The majority voted in favor of this procedure.

Mr. Hendren moved

THAT THE FACULTY AGAIN RECOMMEND MRS. LEONOR SULLIVAN
FOR AN HONORARY DEGREE AT THE COMING COMMENCEMENT.

Mr. Feely seconded the motion. Doctor McCluer did not feel that
it was in order to ask the Board to have a meeting to reconsider
this year. The motion lost.

Honorary
Degree for
Mrs. Sulli-
van

Dean Lichliter moved

THAT WE ASK THE BOARD TO RECONSIDER MRS. SULLIVAN
NEXT YEAR.

Miss McCrory seconded the motion, which passed. Doctor McCluer
will carry the request to the Board.

The meeting was adjourned.

Adjournment

Respectfully submitted,

Emma Purnell
Secretary to the Faculty

K E Y S

T O

S O C I A L

C O M P E T E N C E

LINDENWOOD WAYS

GOOD TASTE

COURTESY

TABLE TIPS

ETIQUETTE is a simple matter of courtesy and consideration of one another and what you are and do reflect your background. Guard against carelessness, slovenliness and boorishness - they, too, can become a habit.

Lindenwood is a friendly campus and it is up to all of us to keep it that way.

Faculty members are eager to be your friends, to counsel with you, so give them an opportunity. Always respond promptly to a note from a faculty member or a member of the administration.

It helps faculty and administration to know you if you will introduce yourself to those who do not have you in class.

Always introduce your parents and friends to your Head Resident and to faculty members whom you meet.

Be sure to rise whenever a member of the faculty or staff or an older person enters the room.

It is our custom to rise when speakers enter and leave the Chapel and the auditorium.

Words like "please" and "thank you" to those who serve you or to those who have done you a favor create a spirit of graciousness. A "your welcome" is equally appreciated.

It is not courteous to rush through a door ahead of an older person; rather step back and hold the door open.

Traditionally, Lindenwood students do not smoke on the front campus, on the street, and where ash trays are not provided.

LINDENWOOD WAYS

GOOD TASTE

COURTESY

TABLE TIPS

APPROPRIATENESS is one of the keys to good taste - in dress - in speech - in behavior.

Appropriate dress is that which is suitable for the occasion; night attire is not suitable for residence hall living rooms, lounges, and the tearoom until after hours; clips and rollers are not suitable for classrooms, dining room, and administrative offices.

Good grooming is always appropriate; this means cleanliness and neatness at all times whether you are dressed casually or formally.

Appropriate dress is never conspicuous in any situation.

It is considered appropriate to wear a hat in church, but not to Vespers.

It is never considered appropriate for a young woman to indulge in foul or dirty speech.

It is considered appropriate to put on lipstick and powder "touch-up" in public, but not to comb your hair or put on rouge.

Chewing gum in public is never considered good taste.

Writing or reading letters, studying, reading hometown newspapers, knitting, and whispering are not appropriate in Chapel, auditorium, or classroom.

Public love-making is the essence of bad taste; it is embarrassing to those who see it and it is not necessary for your popularity.

Promiscuousness, drinking to excess, being loud or conspicuous in public makes one a subject of many a fraternity "bull session."

Bare feet are not appropriate for the campus, living rooms, and public halls.

GOOD TASTE

COURTESY

TABLE TIPS

COURTESY is the respect for the rights of others, it helps other people feel at ease, it is, in the words of Ralph Waldo Emerson, "the happy way of doing things."

It is courteous to limit your telephone calls, to knock before entering a room, to respect a towel across the doorknob - the L.C. symbol which means "DO NOT DISTURB."

As a courtesy, conversation stops when announcements are made in the dining room.

Correct introductions make people feel instantly at ease. The simple rule is the best: "You introduce people to the person to whom you are deferring." An even easier rule is to give the most important name first, the older person, the more important person, the female. Use the form: "Dr. _____ this is _____."

A gracious courtesy is to include in your introduction some clue of identity which can both start a conversation and allow one to know something about the other.

Although men always rise when introductions are made, women rise only when introduced to an older person or a distinguished person. In your own home (or room), however, one always rises for one's guests.

When you have been entertained overnight, it is courteous to write immediately a friendly, chatty, "bread-and-butter" letter.

If you have been invited to visit in the home of a young man, it is important to wait for a written invitation from his mother.

In answering a person, it is courteous to say - "Yes, Dr. _____" not "yes" or "uh huh."

It is not courteous to take faculty members for granted; they are busy professional people and should be approached - "May I have a few minutes with you?" or "May I make an appointment?" Never say - "Are you busy?" They should always be thanked for their time.

You do not demand service from anyone - waitresses, housekeepers, etc. You make courteous requests for help.

Invitations should be answered promptly.

It is courteous to be on time for a date, an appointment, and for any Lindenwood function.

COURTESY

TABLE MANNERS are our eating habits. "They should follow the accepted pattern and should be used on all occasions. Good manners are not to be reserved for special events. Daily use is necessary to prevent a slip at the wrong moment." Indiana University

You begin eating or drinking only when all are served, never before Grace is said, and after the hostess begins to eat.

Elbows should never rest on the table while eating and should be held to one's sides even when cutting meat.

The napkin should be unfolded and placed across your lap immediately upon sitting down at the table. The used napkin (not refolded) is placed beside the plate.

When you pause in the midst of eating or when you finish eating, the knife and fork should be placed across the middle of the plate and the spoon should be placed on the saucer of the cup or left in the soup plate.

Anything served in a cup with a handle should be drunk from the cup. When soup is served in a soup plate, the spoon should always be filled with a motion away from you.

Ashes are put in ash trays, never on dishes.

When food must be removed from the mouth, use the method that was used when the food was put into the mouth, whether by hand, spoon, or fork.

Bring the food up to the mouth, not the head down to the table.

Cut one bite of meat at a time, holding the fork in the palm of the left hand with the index finger resting on the back of the fork.

When sitting down to a table, sit down from the right side of the chair and leave from the left.

When eating out, the woman follows the waiter or hostess to the table, preceding the man.

Gloves, packages, and purses should not be put on the table; coats should not be worn at the table and at Lindenwood coats should not be brought into the dining room. Mail should not be read at the table.

No food except cookies or fruit should be taken from the dining room.

When you leave the table, push in your chair.

Sit erect at the table; never lounge.

All food is passed to your hostess first and should be passed to the right.

If you want coffee, leave the cup in the saucer; if you want milk, remove your coffee cup, and if you want water only, turn your cup upside down on the saucer. THIS IS A LINDENWOOD CUSTOM ONLY.

If you must leave before everyone is finished, ask your hostess to excuse you; no one except the hostess should ask the waitress for extra service.

TABLE TIPS