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Lindenwood College Faculty Meeting Minutes, 1969-1970

Lindenwood College

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Lindenwood College
St. Charles, Missouri

Minutes

Meeting of the Faculty of Lindenwood College
September 5, 1969

The regular meeting of the Faculty of Lindenwood College was held in the New Fine Arts Building at 9 a.m., Friday, September 5, 1969. President Brown presided, and Mr. Conover gave the invocation.

President Brown welcomed members of the faculty, and reported briefly as follows:

- A. Summer school was successful and continued to grow.
- B. The Colleges have been fortunate in arousing the interest of several foundations and have had visits from them recently.
- C. No one knows what impact 100 men in the student body will have this year, but the following points should be kept in mind:
 1. The men students have strong academic backgrounds.
 2. The men students are clearly individualists.
 3. Many of the men students are receiving no financial aid.

I. Minutes

- A. Mr. Conover pointed out that on page 6, Item IV H, of the minutes of May 21, 1969, Classics 165-166 had been omitted from the list of Exploratory Divisional Electives, and moved that it be included. The motion was seconded and passed.
- B. Mr. Bornmann moved that in the minutes of May 21, 1969, Attachment #1 (Academic Responsibility for The Lindenwood Colleges), page 3, Item 3 under Procedure for Establishing the Appeal Board, the last sentence should read, "A student must have at least a 2.0 cumulative average to run." The motion was seconded and carried.
- C. Miss Boyer moved that on page 4 of the minutes of May 21, 1969, Item C-1, Communication Arts 50 should be corrected to Communication Arts 51 (Fall), 52 (Spring). The motion was seconded and approved.
- D. Mr. Moore moved that the minutes of May 21 be accepted as corrected. The motion was seconded and passed.

II. Organization of the Faculty

- A. President Brown reappointed Emma Purnell as Secretary of the Faculty and Mary Yonker as Acting Secretary. He appointed Mr. Nichols and Mr. Martin as Tellers, and Mr. Wier as Parliamentarian.
- B. Report of the Nominations Committee and election of committee members

President Brown said that recommendations from the Nominations Committee were received a short time ago. Since the Faculty Personnel Committee and the Faculty-Board of Directors Liaison Committee are new, he asked that the election of members to these committees be delayed until he could meet with the Nominations Committee. He will also talk with members of the Nominations Committee about appointments to be made to the committees after the elected members are chosen.

Mrs. Huesemann, speaking for the Nominations Committee, said that the report of this committee will be found in the form of printed ballots, and that each ballot will indicate the number of people to be elected to each committee. The membership and duties of the committees are as set out in the proposed constitution except for the Educational Policies Committee. The membership of this committee continues as given in the Faculty Manual. Following are the nominations and the results of the voting, which in all cases was by ballot:

1. Admissions Committee (2 to be elected)

The following names were presented by the Nominations Committee:

Fern Bittner
Kenneth Greenlaw
Carole Watson

There being no nominations from the floor, it was moved, seconded, and carried that the nominations be closed.

The following were elected to the Admissions Committee:

Kenneth Greenlaw
Carole Watson

2. Educational Policies Committee (3 to be elected)

The following were nominated by the Nominations Committee:

Virginia Carpenter
Dorothy Ross
John Wehmer (Mr. Wehmer asked that his name be withdrawn.)
Richard Wier

Mrs. Huesemann, as Chairman of the Nominations Committee, asked for nominations from the floor since the remaining three would otherwise automatically be elected.

The following nominations were made from the floor:

Hazel Toliver
 Patrick Delaney (Mr. Delaney's name was withdrawn since a requirement for membership on this committee is a year as a member of the faculty at Lindenwood.)

There being no further nominations, it was moved, seconded, and carried that nominations be closed.

The following were elected to the Educational Policies Committee:

Virginia Carpenter
 Hazel Toliver
 Richard Wier

3. Library Committee (3 to be elected)

The following names were presented by the Nominations Committee:

Marjorie Banks
 Dean Eckert
 Lucy Morros
 DeLores Williams

There being no nominations from the floor, it was moved, seconded, and carried that the nominations be closed.

The following were elected to the Library Committee:

Dean Eckert
 Lucy Morros
 DeLores Williams

4. Special Academic Programs Committee (3 to be elected)

The following were nominated by the Nominations Committee:

Stanley Caine
 James Feely
 Jean Fields
 Dolores Roman

Mrs. Huesemann pointed out that there should be a representative on this committee from each division and that the slate contained no representatives from the Natural Sciences Division.

The following were nominated from the floor:

John Nichols
 Teresa Welch (Mrs. Welch asked that her name be withdrawn.)

There being no further nominations, it was moved, seconded, and passed that the nominations be closed.

The following were elected to the Special Academic Programs Committee:

Stanley Caine - Division of Social Sciences
 James Feely - Division of Humanities
 John Nichols - Division of Natural Sciences

5. Off-Campus Study Committee (3 to be elected)

The following names were presented by the Nominations Committee:

T. W. Doherty
 Luis Galvez
 Harry Hendren
 Richard Wier

Mrs. Huesemann announced that a representative of each division is to serve on the Off-Campus Study Committee. Nominations from the floor, therefore, should include a representative of the Natural Sciences Division.

The following were nominated from the floor:

Grazina Amonas
 DeLores Williams (Miss Williams asked that her name be withdrawn.)
 Mary Lichliter (President Brown said that, since Miss Lichliter is not a member of a division, he will appoint her to the committee rather than having the faculty nominate her.)
 Joy Ebest
 Ann Nord

There being no further nominations, it was moved, seconded, and passed that the nominations be closed.

The following were elected to the Off-Campus Study Committee:

Grazina Amonas
 Harry Hendren
 Ann Nord

6. Institutional Research Committee (3 to be elected)

The following were nominated by the Nominations Committee:

John Bornmann
 Virginia Carpenter (Mrs. Carpenter asked that her name be withdrawn.)

Mrs. Huesemann reported that there should be a representative of each division. The Humanities Division is not now represented.

The following were nominated from the floor:

Aaron Konstam (Mr. Konstam asked that his name be withdrawn.)
 Dolores Roman
 Harry Hendren (Mr. Hendren asked that his name be withdrawn.)
 Rudolf Hirschmann
 Teresa Welch (Mrs. Welch asked that her name be withdrawn.)
 Jean Fields
 Luis Galvez

There being no further nominations, it was moved, seconded, and passed that the nominations be closed.

The following were elected to the Institutional Research Committee:

John Bornmann
 Rudolf Hirschmann
 John Moore

C. Election of Faculty Treasurer

Mr. Bornmann moved that Miss Beale be reelected as Faculty Treasurer. Mr. Moore moved that nominations be closed and that Miss Beale be elected by acclamation. The motion was seconded and carried.

D. Recommendation and approval of faculty dues for 1969-70

Miss Beale moved that faculty dues for 1969-70 be \$4. The motion was seconded and approved.

E. Administrative organization relating to the two colleges

In regard to the organization of the two colleges, President Brown reported that each college has its own Board. President Brown serves as President of Lindenwood College for Women with salary and as President of Lindenwood College II without salary. Howard A. Barnett is Vice President and Dean of the College for Lindenwood College, and Gary H. Quehl is Vice President and Dean of the College for Lindenwood College II. The Vice President for Public Affairs, the Business Manager, the Registrar, and the Director of Admissions serve as officers of both colleges. Each college has its own Educational Policies Committee. Many educational matters will go through both Educational Policies Committees and will be brought to the faculty for final action. Students of Lindenwood College II are also special students of Lindenwood College. Lindenwood College faculty awards the degrees and establishes academic requirements.

Dean Quehl, in reporting for Lindenwood II, stated that the traditional office of Dean of Students has been abandoned, but that a Community Ombudsman has been added to the staff. Mr. Eddowes will serve in this capacity. The Executive Cabinet will be responsible for day-to-day decisions.

III. Special order of business

A. Dean Barnett introduced the following new members of the faculty:

John N. Bartholomew, Acting Chairman of the Department of Sociology,
with rank of Assistant Professor

Carl E. Batt, Assistant Professor, Sociology

Vincent T. Brescia, Assistant Professor, Biology

Karen Caine, Visiting Instructor, Department of Physical Education
(not present at the meeting)

Craig B. Carlson, Assistant Professor, English and Communication Arts

Patrick F. Delaney, Jr., Chairman of the Department of Biology,
with rank of Professor

Philip R. Enoch, Adjunct Assistant Professor, Communication Arts
(not present at the meeting)

Klaus H. Gradinger, Assistant Professor, Modern Languages

Rudolf Hirschmann, Assistant Professor, Modern Languages

Roosevelt Johnson, Instructor, part-time, Sociology and Education
(not present at the time of introduction)

Henry E. Knickmeyer, Instructor, part-time, Art (not present)

Aaron H. Konstam, Director of the Computer Center, Associate
Professor, Mathematics

Lynnewood F. Martin, Assistant Professor, History

John Nichols, Assistant Professor, Center for the Undergraduate
Study of Mathematics

Anthony Perrone, Instructor, Modern Languages

Dominic C. Soda, Director of the Center for the Undergraduate Study
of Mathematics, Associate Professor

Dean Barnett also introduced the following members of the administration:

Sandra C. Thomas, Dean of Students for Lindenwood College

Edward C. Krehmeyer, Director of Development

M. Patricia Cronin, Director of Public Information, who joined the
staff last spring

Nancy McClanahan, who has returned to full-time work as the Director
of Alumnae Affairs for Lindenwood College

B. Reports

1. Progress report on men's college

Dean Quehl reported that there will be approximately 100 men students enrolled this fall from all over the country. Their College Board scores indicate that these men are able to do good college work. The largest number showed an interest in humanities, especially in communication arts, with the next largest in social sciences. Among those enrolled during the summer there was an increase in the number interested in the field of natural sciences. Dean Quehl also commented on the fact that the identity of Lindenwood II is being carved out of an existing college.

2. The summer session

Mr. Hood reported that there were 229 regular students in the summer session, plus 32 students in a workshop. Twenty percent of the Lindenwood College students remained for the summer session. One hundred thirty-two were school teachers, and there was a substantial number of visiting students who are enrolled in other colleges but live in this area. There were also four high school students banking credit against future college study.

3. Admissions and enrollment

Mr. Davis reported that there are 247 new students as of today in The Lindenwood Colleges, which is an increase of approximately 40% over last year. Eighty-four of these students will be men in Lindenwood II, and 163 will be women in Lindenwood College. Students come from 32 states, the District of Columbia, and several foreign countries. The ranking order of states from which freshmen are coming are:

(1) Missouri

(2) Illinois

(3) New York

Tied for 4th - New York, Oklahoma, and Texas

Tied for 7th - Massachusetts and Pennsylvania

Tied for 9th - Arkansas, California, and Indiana

If men alone are considered, New York ranks first, with Missouri second.

The mean SAT verbal scores for freshmen is 520.1 and the mean math score is 505.2.

Two new members have been added to the admissions staff - Ronald E. Mills and Thomas J. Comer - replacing Donna Gallagher and Martha Latt.

4. The freshman orientation, registration, and advisory program

Dean Barnett reviewed the activities of the opening days in regard to registration and orientation.

5. The Lindenwood Common

In talking about the Lindenwood Common, Mr. Moore said that the faculty of the Common - Miss Fields, Mr. Eckert, Mr. Thomas, Mr. Delaney, Mr. Brescia, Mr. Bornmann, Mr. Caine, Mr. Eddowes, and Mr. Moore - spent four days in orientation before the opening of college. The theme of the course this year is "Environment."

6. January, evening, and special programs

Mr. Hood said that there is a composite list of courses from Fontbonne, Maryville, Webster, and Lindenwood. Evening courses will begin the week of September 15. Some aspects of the January term will be explained at a convocation September 24.

7. The Missouri Colleges Consortium

Since the meeting was running later than had been expected, discussion of this item was postponed until a later date.

8. Changes in college facilities

President Brown called attention to changes in facilities which had been made during the summer. Among these are the Cindy Yost Memorial Walkway, expansion of the bookstore, the moving of the post office, redecoration and remodeling of the dining room, new offices for modern languages, and Ayres Annex on the terrace level of Irwin Hall. A new fringe benefit for faculty and staff will be a 10% discount in the bookstore on all purchases over \$1.

C. Description of special services

1. Business office and faculty benefits

Mr. Harig announced that those who are eligible for retirement insurance now have the privilege of entering the General American retirement plan or T.I.A.A.-C.R.E.F. Those who are now in the General American plan may have the option of transferring into T.I.A.A.

He also announced that as of October 1 everyone will be covered by disability insurance at no cost to the individual. More detailed information will be sent out later.

2. Library I.D. cards and book orders

Miss Ambler reported that as of October 1 every student will have an I.D. card which will be used to check books out of the library. Faculty and staff members will also have I.D. cards for library purposes.

The Librarian will be glad to have book orders for the library at any time. Department heads will be notified about budgets for such orders soon after the Library Committee has met.

3. The Computer Center

Mr. Konstam discussed some of the aspects of the computer and told about two courses which will be offered this year.

4. Video tape equipment

Miss Boyer told about the new video tape equipment which is being purchased with a grant we have received. This system is the preliminary phase of what will eventually be closed-circuit television. Roemer Hall, Young Hall, and the Communication Arts Center are on the system this year. She urged faculty to bring small groups to the Communication Arts Center to use this equipment.

5. Audio visual equipment

Mr. Bauer invited members of the faculty to use and to encourage their students to use the audio visual equipment.

6. Placement and testing

Miss Lichliter said that she would be happy to talk with any faculty members about continuing education students if they are concerned about any of them.

A memo will be sent out soon by Miss Lichliter's office in regard to placement.

7. Preparatory music program

Miss Swingen explained the program of music for young people, as well as adults, to be given by students at the college.

8. Student-faculty fireside discussions

Miss Thomas invited all members of the faculty to attend the all-college picnic September 9, 6 p.m. - 8:30 p.m., on back campus.

Miss Thomas said that the students would like to involve the faculty in residence hall areas by means of fireside discussions, and that more information would be forthcoming on this.

IV. Old business: Approval of procedures of implementing the convocation requirement

Dean Barnett reminded members of the faculty that the following recommendation had been approved by the faculty on March 26, 1969:

Attendance at Convocations and Academic Forums is required as part of the educational program of the College. A certain number of the total Forum Programs, to be recommended by the Lectures and Concerts Committee and

approved by the Faculty, will be required of each student every year, with the student having choice as to which programs he or she will attend within the specified number. Attendance is recorded on cards provided for that purpose. Absences due to illness, student teaching, or other reasons approved by the Dean of Students will be excused. Completion of the Forum Program will be noted on the student's permanent record as a requirement for graduation.

The following description is in the catalog:

Assemblies, lectures, concerts, plays, and related cultural activities are important extensions of course study and, as such are an essential part of the educational program of Lindenwood College. During each of the long terms, a student-faculty committee will designate a number of programs as CONVOCATIONS and all students will be required to attend at least seven to fulfill their convocation requirement for that term. In January, two out of four will be required for those attending on-campus courses.

Students failing to meet their convocation quota will have a half course added to the graduation requirement of 36 courses for each of the long terms in which the quota is not met. A quarter course will be added to the graduation requirement for a January term in which the quota is not met. Attendance cards for all convocation events will be distributed at the door.¹

¹This regulation is an administrative implementation of a faculty policy decision made on March 26, 1969 and is subject to final faculty approval on September 5, 1969.

Dean Barnett explained that a student-faculty committee will meet each month to examine the programs for the next month and designate convocations.

Dr. Bornmann moved to adopt the convocation requirement as stated in the catalog. The motion was seconded.

Mr. Konstam called attention to the fact that the last sentence in the catalog statement is not correct since cards will be given to each student for the term and not distributed at the door. Dean Barnett agreed that this would have to be changed.

The motion was approved.

V. New business: Convocation committee

Mrs. Huesemann, for the Nominations Committee, recommended that the following represent the faculty on the faculty-student committee:

Marion Rechtern, from the Natural Sciences Division
C. Eugene Conover, from the Humanities Division
Groff Bittner, from the Humanities Division

The following were nominated from the floor:

John Wehmer
Carole Watson
John Bartholomew

Mrs. Rechtern moved, and the motion was seconded, that in the tally of the vote the top votes in each division be the persons chosen. The motion was carried.

Mr. Greenlaw moved that four be elected to the committee, with two from the Humanities Division and one from each of the Social Sciences Division and Natural Sciences Division. The motion was seconded and passed.

It was moved, seconded, and passed that nominations be closed.

Election was held by ballot with the following elected:

Groff Bittner, from the Humanities Division
John Wehmer, from the Humanities Division
Marion Rechtern, from the Natural Sciences Division
John Bartholomew, from the Social Sciences Division

VI. Announcements

A. The opening activities calendar

1. Dean Barnett announced that new members of the faculty will meet Saturday, September 6, at 9 a.m., in the Library. This meeting will be followed by a meeting of registration advisers, and new members of the faculty are asked to stay for this meeting.
2. Dean Quehl announced that the Lindenwood College II all-college meeting will be Sunday evening, September 7, at 9:30, on the back campus. This meeting is for men students. Members of the faculty and administration are invited to attend.
3. Institutional Research Tests will be given Monday, September 8, according to announcement by Dean Quehl.

- B. Mr. Berg reported that the Lectures and Concerts Committee met last spring and selected the concerts and lectures for the year. The first lecture will be Friday, September 12, by Her Excellency Angie Brooks.

The meeting was adjourned, having recessed during the noon hour for lunch.

Mary Yonker
Acting Secretary

Approved:

Emma Purnell, Secretary of the Faculty

COMMITTEES OF THE FACULTY

(Subject to election on September 5, 1969)

Admissions Committee

a. Membership:

- (1) The Director of Admissions (chairman), the Dean of the College (or the Director of the Summer School).
- (2) Two elected members and one appointed member of the Faculty, to serve staggered three-year terms. At the first meeting terms of three years, two years and one year shall be drawn by lot.

b. Duties:

- (1) To recommend to the Faculty and Administration criteria for the selection of students.
- (2) To review and make recommendations to the President and the Dean policies concerning all scholarships and all other financial assistance given to students upon admission to the college.
- (3) To make an annual report to the Faculty covering:
 - (a) Data concerning the nature of students admitted and statistical studies comparing this data with achievement data at certain intervals of the students' college careers.
 - (b) Any changes in admissions policy in a given year.

Educational Policies Committee

a. Membership:

Educational Policies Committee membership consists of the three divisional chairmen, four members of the faculty elected on staggered two-year terms, the President, and the Dean of the College as chairman. No more than two of the elected members may serve from the same academic division, and none of the elected members may serve two terms in succession.

b. Duties:

- (1) To represent the Faculty in the interim between meetings of the Faculty.
- (2) To serve in an advisory capacity to the President and Dean of the College.
- (3) To initiate or consider proposed changes in the educational program and make recommendations to the Faculty regarding such changes.
- (4) To meet with the Academic Vice-President of the Student Body and members of the Student Curriculum Committee at least once every long term.

*Members
Waters*

*Committee
H. H. H.
Tobacco*

Library Committee

a. Membership:

- (1) The Librarian and one other member of the library staff, to be selected by the Dean of the College in consultation with the Librarian; both to serve as ex officio members.
- (2) Three elected members and two appointed members of the Faculty, equitably distributed as to departments, to serve for staggered two-year terms.
- (3) Two student members appointed by the President, for a one-year term. One to be appointed from L.C. II for one year.

b. Duties:

- (1) To serve as a coordinating link between the Faculty, the students, and the Librarian.
- (2) To advise the Librarian on matters of general library policy.
- (3) To make recommendations to the Librarian concerning the library budget.
- (4) To make recommendations to the Librarian for the improvement of the book collection, the physical plant, and equipment.

*Robert
Morse
Kilburn*

Committee on Special Academic Programs

a. Membership:

- (1) Two appointed faculty members and one elected member from each academic division to serve for staggered three-year terms. At the first election, terms of three years, two years, and one year shall be drawn by lot.
- (2) Three appointed student members, to serve one-year terms. One to be appointed from L.C. II for one year.

*Chine
Hutch
Nichols*

Committee on Special Academic Programs (Continued)

b. Duties:

- (1) To originate, supervise, and evaluate all special academic programs for the superior student and to recommend to the Dean of the College for faculty review proposed changes.
- (2) To recommend to the Administration honorary degree candidates, the faculty lecturer, emeritus status, and honors involving persons other than students.
- (3) To offer suggestions for programs that bring visiting lecturers and artists to the college.
- (4) To plan and evaluate the program and activities of Honors Day.

Committee on Off-Campus Study

a. Membership:

- (1) Two appointed faculty members and one elected member from each academic division to serve for staggered three-year terms. At the first election, terms of three years, two years, and one year shall be drawn by lot.
- (2) Five appointed student members to serve for one-year terms. One student to be appointed from L.C. II to serve for one year.

b. Duties:

- (1) To stimulate, investigate, supervise, and evaluate all off-campus study programs scheduled during the fall and/or spring terms and the summer, including study abroad. Responsibility for study abroad shall be limited to Junior Year Abroad programs, semester abroad programs, and summer study abroad programs.
- (2) To recommend to the Dean of the College policies, guidelines, and procedures that shall govern off-campus study as defined in (1) above.
- (3) To serve as a depository and clearing house for all off-campus study opportunities included in (1) above.

Institutional Research Committee

a. Membership

- (1) Two appointed faculty members and one elected member from each academic division to serve for staggered three-year terms. At the first election, terms of three years, two years, and one year shall be drawn by lot.
- (2) Dean of the College and Vice-President for Public Affairs.

*Mr. Arnold
Hudson*

*Mrs. Ammas -
performing anatomist*

*Burman
Hudson
more*

Institutional Research Committee (Continued)

b. Duties:

- (1) To collect and analyze data that will be helpful in long-range planning.
- (2) To devise ways of storing data in order that they can be retrieved with maximum efficiency.
- (3) To undertake a number of studies each year that will be helpful to long-range planning.

Mesera

FACULTY MEETING AGENDA

September 5

9:00 a.m.

New Fine Arts Building

President Brown Presiding

Invocation

Mr. Conover

Report from the President

I. Minutes

II. Organization of the faculty

A. Appointment of secretary, tellers and parliamentarian to the faculty

*Nichols Wier
Martin*

B. Report of the Nominations Committee and election of committee members

C. Election of faculty treasurer *Miss Beale*

D. Recommendation and approval of faculty dues for 1969-70. **\$4.00**

E. Administrative organization relating to the two colleges

III. Special Order of Business

A. Introduction of new faculty and administration members

Mr. Barnett

B. Reports

1. Progress report on men's college ⁻¹⁰⁰
Comm. Arts. Mr. Quehl

2. The Summer Session Mr. Hood

3. Admissions and Enrollment Mr. Davis

4. The Freshman Orientation, Registration and Advisory Program Mr. Barnett

5. The Lindenwood Common Mr. Moore

6. January, Evening and Special Program Mr. Hood

7. The Missouri Colleges Consortium Mr. Brown

8. Changes in college facilities Mr. Brown

*Community Ambassador
Dr. Bellows*

C. Description of special services

1. Business Office and Faculty Benefits Mr. Harig
2. Library I.D. cards and book orders Miss Ambler
3. The Computer Center Mr. Konstam
AAL 5000
4. Video-Tape Equipment Miss Boyer
5. Audio Visual Equipment ~~Miss~~ Mr. Bauer
6. Placement and testing Miss Lichliter
7. Preparatory Music Program Miss Swingen
8. Student-Faculty Fireside Discussions Miss Thomas

IV. Old Business: Approval of Procedures for Implementing the Convocation Requirement Mr. Barnett

V. New Business: Convocation Committee Miss Huesemann and Mr. Barnett

VI. Announcements

A. The opening activities calendar

1. New Faculty Orientation Mr. Barnett
2. Divisional Open Houses Mr. Barnett
3. Registration and schedule changes for new and returning students Mr. Barnett
4. L.C. II All-College Meeting Mr. Quehl
5. Institutional Research Tests Mr. Quehl
6. Language Placement Tests Mr. Galvez
7. The Lindenwood Colleges Picnic Miss Thomas

B. Forthcoming lectures and concerts Mr. Berg

C. Other

Oct 1 - Disability insurance
so cost
Oct 1 - charging machine

Lib. orientation
applications

Amble

FACULTY MEETING AGENDA

September 5, 1969

9:00 a.m.

New Fine Arts Building

President Brown Presiding

Invocation

Mr. Conover

Report from the President

I. Minutes

II. Organization of the faculty

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B. Report of the Nominations Committee and election of committee members

C. Election of faculty treasurer

D. Recommendation and approval of faculty dues for 1969-70.

E. Administrative organization relating to the two colleges

III. Special Order of Business

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Mr. Barnett

B. Reports

1. Progress report on men's college

Mr. Quehl

2. The Summer Session

Mr. Hood

3. Admissions and Enrollment

Mr. Davis

4. The Freshman Orientation, Registration and Advisory Program

Mr. Barnett

5. The Lindenwood Common

Mr. Moore

6. January, Evening and Special Program

Mr. Hood

7. The Missouri Colleges Consortium

Mr. Brown

8. Changes in college facilities

Mr. Brown

- C. Description of special services
 - 1. Business Office and Faculty Benefits Mr. Harig
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 - 6. Language Placement Tests Mr. Galvez
 - 7. The Lindenwood Colleges Picnic Miss Thomas
 - B. Forthcoming lectures and concerts Mr. Berg
 - C. Other

V. THE HONOR SYSTEM

At its January, 1955 meeting, the faculty adopted a policy relative to academic honor, and later in that year a complete statement of policy covering honor in other areas as well as the academic was adopted by the students and faculty of the College. A detailed statement of the definition and operation of the Honor System appears in the booklet entitled Regulations for Community Living issued by the Office of the Dean of Students.

A. The statement adopted by the faculty at its January, 1955 meeting is as follows:

1. Faculty members will, at an opportune time after the organization of classes and in an appropriate manner, express to their classes their faith in the Honor System, assure students of an attitude of trust toward them, and impress upon them the significance of classroom honesty and proper documentation as matters of honor.
2. Each member of the faculty will undertake to make clear to his students the scholarly and ethical implications of careful documentation and to assist his students in learning conventional methods of documentation in his field.
3. If a member of the faculty feels that the honor system is not functioning in a particular class or situation, he will present the facts to the Honor Board for discussion, and will not privately abandon the system.
4. The members of the faculty will cooperate generously with any committee of the Honor Board that is investigating an alleged or admitted violation of the Honor Code in academic matters.
5. Members of the faculty will refrain from any discussion or communication concerning cases of academic dishonesty except with those individuals who are officially concerned.
6. The members of the faculty will cooperate with the Honor System by upholding its standards and not allowing a "we-can-get-by-with-it" spirit to develop among their students; the members of the faculty should be vigilant and alert, and will promptly take action in terms of the Honor System when they believe a student has been dishonest, but they will eschew spying or undue suspiciousness.
7. Nothing in the Honor System will be construed as prohibiting a member of the faculty from following his own methods of giving examinations, tests, or quizzes; from making whatever arrangements he feels are comfortable and proper in the placing of students in the classroom; or from following his own practice of being present or absent from the classroom during the examinations.

B. STATEMENT ADOPTED BY THE STUDENT BODY:

Because we believe in the integrity of the individual, and the rights and responsibilities of the group, we have established the Honor System as a basis of community life.

A student entering Lindenwood College is made aware of the Honor System and her presence on campus is testimony to the fact that she is in agreement with its principles.

A Lindenwood student is expected to represent herself truthfully concerning all College regulations and to encourage and help her fellow students to do so. Each student must feel a responsibility for the welfare of the college community as well as for her own personal conduct.

C. ACADEMIC HONOR

The responsibility for maintaining academic honor rests with each individual. Failure by any one student to uphold the following regulations undermines the academic standing of the whole College and is counter to the standards of the Lindenwood College Honor System.

1. The student is on her HONOR not to cheat. Cheating includes:
 - a. Giving or receiving aid on examinations or quizzes.
 - b. Turning in another student's work as her own.
 - c. Using or possessing any test without authorization by the professor.
 - d. Writing a test in any place which is not specified.
 - e. Altering any exam after it has been turned in, or altering any records of any sort.
 - f. Giving or receiving any aid in the laboratory or classroom not authorized by the professor.
 - g. Assisting a second party to any of the above.

NOTE: THE STUDENT IS RESPONSIBLE NOT ONLY TO REFRAIN FROM CHEATING BUT TO AVOID THE APPEARANCE OF CHEATING AND TO PREVENT OTHERS FROM CHEATING BY TAPPING HER PENCIL SEVERAL TIMES ON HER DESK IF SHE SUSPECTS THERE IS CHEATING DURING A TEST.

2. The student is on her HONOR not to plagiarize or to employ methods of preparation which are not approved by the instructor. Plagiarism shall be defined as:

The dishonest use of the work of others...since the plagiarist offers, as his own, for credit, the language, or information, or thoughts for which he deserves no credit.¹

3. Plagiarism falls into three general categories:
 - a. Use of exact words, phrases, or sentences of another person's work without quotation marks and proper documentation.
 - b. The use of faulty paraphrasing in which a student makes a composite of borrowed phrases or sentences without quotation marks or proper documentation.
 - c. The use of opinions and ideas of others in one's own words but without proper documentation:

NOTE: STUDENTS ARE RESPONSIBLE FOR ANY TYPIST'S MISTAKES OR OMISSIONS WHICH MIGHT CONSTITUTE PLAGIARISM.

4. The student is on her HONOR to uphold library regulations:
 - a. Reference books and periodicals, except under unusual circumstances when specific permission is granted by one of the librarians, are never to be taken from the library proper. (Library assistants cannot grant the necessary permission.)
 - b. Reserve books are not to be removed from the reserve shelves without process of signature.
 - c. Books and periodicals must not be mutilated in any way.
 - d. No books are to be taken out of the library without process of signature.

D. ACADEMIC HONOR VIOLATION

1. Disciplinary action is taken by an instructor after consultation with the Dean of the College.
2. In cases where the Honor Board finds that an academic violation of the Honor System has beyond a reasonable doubt taken place, but where the evidence is insufficient to determine which student or students were guilty, any instructor concerned may take such measures as will assure him that no guilty person will have derived any profit or benefit from the violation.

1. Newman P. Birk and Genevieve B. Birk, Understanding and Using English, 3rd Edition, New York: The Odyssey Press, Inc., 1958, page 696.

3. Such measures may include the curtailment of certain classroom privileges, the assignment of additional work, or the invalidation of the entire test, with subsequent re-examination for the entire class.

E. FACULTY REPRESENTATIVES

1. There are two faculty representatives on the Honor Board, appointed by the Dean to serve for one academic year.
2. These faculty representatives will report to the faculty from time to time.
3. If any faculty member has any concerns about the honor system or how it is working, the matter should be brought immediately to the attention of the faculty representatives..

F. PROCEDURE:

1. If a member of the faculty sees definite evidence of cheating in the classroom or finds evidence of cheating in papers handed in to him, his procedure will be to:
 - a. Speak to the student who is apparently guilty of cheating and ask her to report herself within twenty-four hours and
 - b. Present a statement of the evidence to the Chairman of the Honor Board at the end of the twenty-four hours.
 - c. The same procedure holds in case of suspected plagiarism, the breaking of library regulations, or any other suspected infringement of honor.
2. In cases involving academic dishonesty, the faculty member involved may be asked to sit with the Board in an advisory capacity.

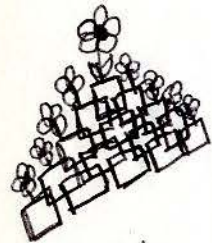
NOTE: For information concerning HONOR IN NON-ACADEMIC MATTERS, see Student Handbook.

CONVOCATION REQUIREMENT

Assemblies, lectures, concerts, plays, and related cultural activities are important extensions of course study and, as such are an essential part of the educational program of Lindenwood College. During each of the long terms, a student-faculty committee will designate a number of programs as CONVOCATIONS and all students will be required to attend at least seven to fulfill their convocation requirement for that term. In January, two out of four will be required for those attending on-campus courses.

Students failing to meet their convocation quota will have a half course added to the graduation requirement of 36 courses for each of the long terms in which the quota is not met. A quarter course will be added to the graduation requirement for a January term in which the quota is not met. Attendance cards for all convocation events will be distributed at the door.

(This regulation is an administrative implementation of a faculty policy decision made on March 26, 1969 and is subject to final faculty approval on September 5, 1969.)



Carrie
Kontum

7 out of 12 - not unreasonable!
esp. not if they (the students) are as of a high-level
intellectually as they seem to think.

was were always
(well, almost always)
too interesting to raise

at FC - we were "campused"
refused a week-end
privilege, etc

M E M O R A N D U M

September 9, 1969

TO: Faculty and Administrative Offices

FROM: Nancy McClanahan, Director of Alumnae Affairs

The purpose of this memorandum is to alert you to a situation which some of our staff as well as some of our alumnae have been encountering. The problem involves phone calls made by a former student, Mrs. Marjorie Hamner Sullivan, to members of our staff, faculty and local alumnae who, we believe, she reads about in the local newspaper.

The purpose of these phone calls is a request for financial assistance. Should you receive a call from Mrs. Sullivan she will identify herself by name as well as to tell you that she is an alumna of Lindenwood College. She might tell you that she has been robbed and needs to borrow five or ten dollars. She might say that she is stranded somewhere and needs to borrow money for transportation home. She will even ask you to bring the money to her or she could show up at your home. Whatever story is given the purpose is always the same--to borrow money, but never more than five or ten dollars. Unfortunately, some have fallen for this story never to see their money again.

Please be on the lookout for calls of this nature and alert your secretaries as well. I sincerely hope that you will not be pestered by such calls, but should you hear from Mrs. Sullivan please refer the call to the Alumnae Office and we will hopefully be able to clear this up, once and for all. Our number is 723-2998. Thank you.

Sincerely,

Nancy McClanahan

Nancy McClanahan
Director of Alumnae Affairs

NM:dd

Handwritten notes at top right corner.

M E M O R A N D U M

September 9, 1968

TO: Faculty and Administrative Offices
FROM: Nancy McClanahan, Director of Alumni Affairs

The purpose of this memorandum is to alert you to a situation which some of our staff as well as some of our alumni have been encountering. The problem involves phone calls made by a former student, Mrs. Marjorie Hammer Sullivan, to members of our staff, faculty and local alumni who, we believe, she reads about in the local newspaper.

The purpose of these phone calls is a request for financial assistance. Should you receive a call from Mrs. Sullivan she will identify herself by name as well as to tell you that she is an alumna of Lindenwood College. She will tell you that she has been robbed and needs to borrow money. She will also say that she is a teacher and needs to bring money for transportation home. She will even ask you to bring the money to her or she could show up at your house. Whatever story is given the purpose is always the same - to borrow money, but never more than five or ten dollars. Unfortunately, some have fallen for this story never to see their money again.

Please be on the lookout for calls of this nature and alert your secretaries as well. I sincerely hope that you will not be bothered by such calls, but should you hear from Mrs. Sullivan please refer the call to the Alumni Office and we will hopefully be able to clear this up, once and for all. Our number is 723-2928. Thank you.

Sincerely,

Handwritten signature of Nancy McClanahan

Nancy McClanahan
Director of Alumni Affairs

MM:db

PLEASE DO NOT CIRCULATE

October 3, 1969

To: All Members of the Faculty - *MISS MESZALOS*
From: The Dean of the College
Subject: Faculty Manuals

Your Faculty Manual is available at the Mail Room Window. Contained in it are the minutes from the September 5, 1969 meeting, a roster of faculty-staff members, a roster of the divisional and departmental chairmen, a map of the campus, a calendar of 1969-70 activities, and a section on student affairs.

Additional pages for the manual will be sent to you as they are completed. As soon as the committee assignments are completed at the Faculty Meeting this Wednesday, for example, those pages will be inserted. As we work out the matters of academic procedures relating to the two colleges and the new constitution we will be supplying you with those pages.

The Faculty Meeting for October will be Wednesday, October 8 at 9 a.m., with refreshments at 8:30. The meeting will be in the Fine Arts Building Auditorium, Room 101. The agenda for the Faculty Meeting will be in your mailboxes on Monday. If you have any business to be presented at the Faculty Meeting, please notify my office as soon as possible.

Howard A. Barnett

HAB:cs

Mazeros

FACULTY MEETING AGENDA

October 6, 1969

9:00 a.m.

New Fine Arts Building

Dean Barnett Presiding

Invocation

Mr. Conover

I. Minutes of the September 5, 1969 meeting.

Mr. Barnett

II. Old Business

A. Election of members to the Faculty-Board Liaison Committee

Mrs. Huesemann

1. Description of membership and duties:

a. Membership:

- (1) The President and Dean of the College (ex-officio).
- (2) Five members selected by the Board of Directors.
- (3) Five faculty members who are tenured, three elected for staggered three-year terms, two appointed for three-year terms. At the first election terms of three years, two years, and one year shall be drawn by lot.
- (4) Five student members invited to attend meetings, one of whom shall be the President of the Student Body; one-year terms. One from LC II for one year.

b. Duties:

- (1) To meet at least once a year, in February, for the purpose of exchanging ideas between members of the Board, Faculty, and Student Body.
- (2) When a President or a Dean is to be appointed, the committee shall be consulted in the initial stages in the process of discovering and interviewing candidates. The committee shall recommend names of persons believed by one or more faculty members to be suitable candidates, shall make known faculty opinions concerning the standards by which the candidates should be judged, and will be available for consultation until the appointment is made.

2. Nominees: Miss Boyer, Mr. Conover, Miss Purnell, Mr. Moore.

elected Wehner Sibley

B. Call for convening committees for the purpose of electing chairmen, determination of staggered terms to await final adoption of the constitution.

Mr. Barnett

Pres & Dean - ex officio

C. Other

III. New Business

A. Night classes in the Spring Term.

Mr. Hood

New Business (Continued)

B. Student request for faculty review of the convocation rule: Mr. Barnett

1. From the Town-Hall Meeting: a proposal that academic credit be given for convocation attendance.
2. From IBIS: an editorial suggestion that the requirement be removed, attendance continue to be recorded, and in January a review be made to determine if attendance has seriously declined.

C. Election of a faculty member to serve on student publication board. *Dr. Lind*
Mr. Carlson

D. Other

IV. Announcements

A. Miss Uren *- Oct. 15*

B. Mr. Berg *Parents' Day*

C. Mr. Quehl

D. Others

October 28, 1969

To: Members of the Educational Policies Committee
From: The Dean of Lindenwood College
Subject: Educational Policies Committee Meeting

The next meeting of the EPC will be November 5 at 9 a.m. in my office. The matters that I have accumulated for this meeting are as follows:

1. Report on grade distribution and patterns.
2. Report from three departments concerning hyphenated courses.
3. Consideration of a policy on language requirements for a foreign student.
4. The possibility of using the Field Test as a Senior Comprehensive.

If there are other matters that you feel should be on the agenda for this meeting, please let me know by Friday. I will be sending you the agenda with the minutes of the last meeting on Monday, November 3.

By copy of this letter, all members of the faculty are notified of this meeting and its general content and are asked to get in touch with members of the Educational Policies Committee if they wish to have matters considered.

Howard A. Barnett
Howard A. Barnett

HAB:cs

Howard A. Barnett

October 30, 1969

To: All Members of the Faculty

From: The Deans of Lindenwood College and Lindenwood College II

We have asked the Nominations Committee of the Faculty to proceed with the nomination of members for the Institutional Study Committee which will work on a college policy on preserving academic freedom, individual rights and personal safety and property. These faculty members, once elected, will work with students and administrators and results of their study will take the place of the interim policy which was recently distributed.

We are asking the Nominations Committee to conduct the election of these members by mail in order to expedite the committee's formation. To wait until the next Faculty Meeting would probably mean that the committee would not get started on its work until after Thanksgiving and it would be difficult to get a policy in operation this term.

Mrs. Huesemann will be sending you the nominations which the Nominations Committee makes, and asking you for nominations to be returned to her. Once she has a complete list of nominees, the nominations will be sent out by mail and your choices should be returned to her. Three members are to be chosen.

We will appreciate your cooperation in this matter since it is important that this committee begin its work as soon as possible.

Howard A. Barnett

Gary H. Quehl

HAB:cs

Lindenwood College
St. Charles, Missouri

Minutes

Meeting of the Faculty of Lindenwood College
October 8, 1969

The regular meeting of the Faculty of Lindenwood College was held in the New Fine Arts Building at 9 a.m., Wednesday, October 8, 1969. Dean Barnett presided in the absence of President Brown. Mr. Conover gave the invocation.

I. Mr. Moore moved that the minutes of the meeting of September 5, 1969, be approved as distributed. The motion was seconded and carried.

II. Old Business

A. Election of members of the Faculty-Board Liaison Committee (3 to be elected)

1. Mrs. Huesemann presented, for the Nominations Committee, the names of the following candidates:

Miss Boyer
Mr. Conover
Miss Purnell
Mr. Moore

The following were nominated from the floor:

Mr. Wehmer
Mr. Feely
Miss Sibley

Mrs. Rechtern moved that the nominations be closed. The motion was seconded and passed.

The following were elected to serve on the Faculty-Board Liaison Committee:

Miss Boyer
Mr. Wehmer
Miss Sibley

2. Dean Barnett said that election of members to the Personnel Committee will be held in abeyance until the proposed constitution has been reviewed and approved by the Board of Directors. Tenured members of the Educational Policies Committee will act in a temporary capacity as a Personnel Committee until January when the Constitution is presented to the Board.

Accepted

- B. Dean Barnett reported that he, acting as temporary chairman of faculty committees, will call meetings of the committees so that each committee may elect a chairman. Committee members are asked not to choose staggered terms until after the Constitution is adopted. Since the President and Dean of the College are ex officio members of all committees, they should be notified of all committee meetings.
- C. The Faculty Manual, according to Dean Barnett, is in the process of being revised. New information will come out as quickly as possible.

III. New Business

A. Night classes in the Spring Term

Mr. Hood reported that there are seven classes at night this term. These are normal classes with special students as well as regular students.

Seven night classes are also scheduled during the Spring Term. If department chairman have other classes that might be considered for scheduling at night, they should talk with Mr. Hood.

B. Student request for faculty review of the convocation rule

After discussion of the student recommendation, Mrs. Carpenter, for the Educational Policies Committee, proposed that the convocation rules and procedures as presently constituted be followed for the Fall Term with the recommendation that an ad hoc committee be charged with the responsibility, in January, of reviewing convocation policy and requirements, and she moved that this proposal be accepted. The motion was seconded and passed.

C. Election of a faculty member to serve on student publication board

Mr. Carlson announced that the Publications Board feels it would be advantageous to have faculty participation. The present committee consists of three students from Lindenwood College, three from Lindenwood College II, Mr. Carlson as the faculty adviser to the student newspaper, Mr. Berg as a representative from the administration, and Mr. Eckert as adviser to the yearbook staff. The committee would like to have one faculty member in addition.

The following were nominated to serve on the Publications Board:

Mrs. Nord
Mr. Konstam

It was moved, seconded, and passed that nominations be closed. Mrs. Nord was elected to serve on the Publications Board as a representative of the faculty.

IV. Announcements

- A. Patty Uren, Mary Margaret Smith, and Danny Selwyn told members of the faculty of tentative plans for the Vietnam moratorium on October 15. When final plans are made, a letter will be sent to the faculty and administration.
- B. Mr. Berg informed members of the faculty of revised plans for Parents Day, October 18.
- C. Dean Quehl discussed student rights and freedoms. Last year The Faculty Manual carried several statements which had come out dealing with this subject. Last year he recommended that the faculty look at these documents and make recommendations about a statement to be developed for Lindenwood College. We must have such a statement this year. President Brown, according to Dean Quehl, will be announcing a committee of faculty, students, and administrative officers, who will be commissioned to use the various documents available to develop for The Lindenwood Colleges a statement of student rights and freedoms. An interim statement, which will be announced soon, will provide us with some kind of posture until a more complete statement is ready.
- D. Miss Fields asked members of the faculty to consider composition when grading papers of students since English Composition is no longer offered.
- E. Mrs. Ebest announced that faculty luncheons will be in Ayres Dining Room Annex temporarily.
- F. Mrs. Ebest also asked that members of the faculty interested in bowling - either forming a faculty league, or being part of the student league - get in touch with her.
- G. Mr. Moore announced that the meeting of the Common faculty scheduled for the afternoon of October 8 is postponed to the morning of October 9.
- H. Mr. Feely informed the faculty that the deadline for nominating students for Woodrow Wilson Fellowships is October 20.
- I. Miss Boyer announced that KCLC-FM has resumed broadcasting. The station broadcasts from 5 p.m. to 11 p.m. She expects to have 30 students ready to take the test for a third-class license in November.

The meeting was adjourned.

Mary Yonker
Acting Secretary

Approved:

Emma Purnell
Secretary of the Faculty

THE LINDENWOOD COLLEGES
St. Charles, Missouri

The President's Room

October 27, 1969

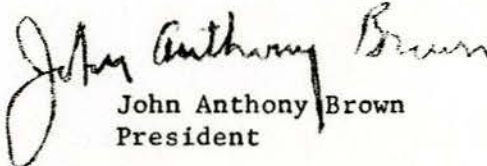
TO ALL FULL-TIME FACULTY, ADMINISTRATION, AND STAFF

I am pleased to tell you that as a consequence of favorable action by the Board of Directors of Lindenwood College certain modifications of the Fringe Benefit Program for full-time faculty, administration, and staff at The Lindenwood Colleges has been authorized. They are as follows:

1. Disability Insurance. All full-time employees at The Lindenwood Colleges are covered as of October 1, 1969. For employees hired after October 1, 1969, a one-year waiting period is required before coverage is in effect.

Relatively few disabilities last beyond six months, but of those that do, some last for 5, 10, 20 or more years. When total, long-term disability strikes, the economic impact on the individual and his family is usually severe. Through this program each participant is assured of replacement of a substantial part of his income in the event of such disability. A more detailed explanation of the disability insurance is attached.

2. Tuition Remission and Subvention. The Board of Directors continues the policy of providing complete tuition remission for sons and daughters of full-time faculty, administration, and staff to attend The Lindenwood Colleges. In addition, if such children go to other fully accredited institutions as full-time students in good standing, they shall be given tuition grants up to \$1,000 for baccalaureate degree work as long as the parent remains at Lindenwood. Support will not be granted for more than four years.


John Anthony Brown
President

JAB:PJ

DISABILITY INSURANCE

The Definition of Total Disability. Total disability under this program is the "inability of the employee, by reason of sickness or bodily injury, to engage in any occupation for which the employee is reasonably fitted by education, training, or experience."

The Benefits. The plan provides the following benefits, which begin on the first of the month following six consecutive months of total disability and continue during such disability until you reach age 65:

A Monthly Income Benefit which, including any income benefits payable from Social Security and Workmen's Compensation, is equal to 60% of your covered monthly salary up to \$1,000 plus 40% of covered monthly salary in excess of \$1,000 as of the date the disability began, but not to exceed \$1,500 monthly. In no event will the TIAA Monthly Income Benefit be less than \$50, even though this amount plus Social Security and Workmen's Compensation benefits may bring your total income to more than 60% of salary.

Your covered monthly salary used to determine benefits is one-twelfth of your basic annual salary (exclusive of overtime and other forms of additional compensation).

Additional information can be obtained at the Business Office.

October 27, 1969

3-day reserve

English 125

BOOKS ON RESERVE

where?

- ✓1. American English and its Cultural Setting - Lloyd & Warfel PC
- ✓2. ✓ Dictionaries and "That" Dictionary - Sledd ✓ ⁴²³ SL23d + PC where
- ✓3. English and its History; The Evolution of a Language - Stevick PC
- ✓4. ✓ Essays on Language and Usage - Dean & Wilson ✓ ^{420.4} D344e L.C. copy
- ✓5. ✓ First Perspectives on Language - Doster, Wm. PC
- ✓6. ✓ Freedom and Discipline in English - CEEB Commission on English ✓ ^{420.7} C686f
- ✓7. ✓ The Genesis of Language - Miller and Smith, F. ✓ ^{401.9} SM565
- ✓8. ✓ Intonation, Perception, & Language - Lieberman, Philip ✓ ⁴¹⁴ L621k
- ✓9. ✓ Language and Language Learning - Brooks ✓ ⁴⁰⁷ B7D3L 2d ed.
- ✓10. ✓ Language and Learning - Harvard Education Review ✓ ⁴⁰⁰ H261k
- where? ✓11. ✓ Language and Thinking - Alexander PC
- ✓12. ✓ Language: its nature, development, and origin - Jespersen ✓ ⁴¹⁰ J494L
- ✓13. ✓ Linguistic Change in Present-Day English - Barber, Charles ✓ ^{420.9} B233L
- ✓14. ✓ A Linguistic Introduction to the History of English - Bloomfield & Newmark ✓ ^{420.9} B623L
- ✓15. ✓ Linguistic Reader - Wilson PC
- ✓16. ✓ The Philosophy of Language - Katz, Jerrold PC
- ✓17. ✓ The Psycho-Biology of Language - Zipf, G. ✓ ⁴¹⁰ 267p
- ✓18. ✓ The Psychology of Language, Thought, and Instruction - DeCecco, J. ✓ ⁴¹⁰⁸ C355P
- ✓19. ✓ Readings in Applied English Linguistics - Allen, H. B. ✓ ⁴¹⁰ A153r
- where? ✓20. ✓ Words, Words, and Words about Dictionaries - Gray, Jack C. PC

D. Stout.

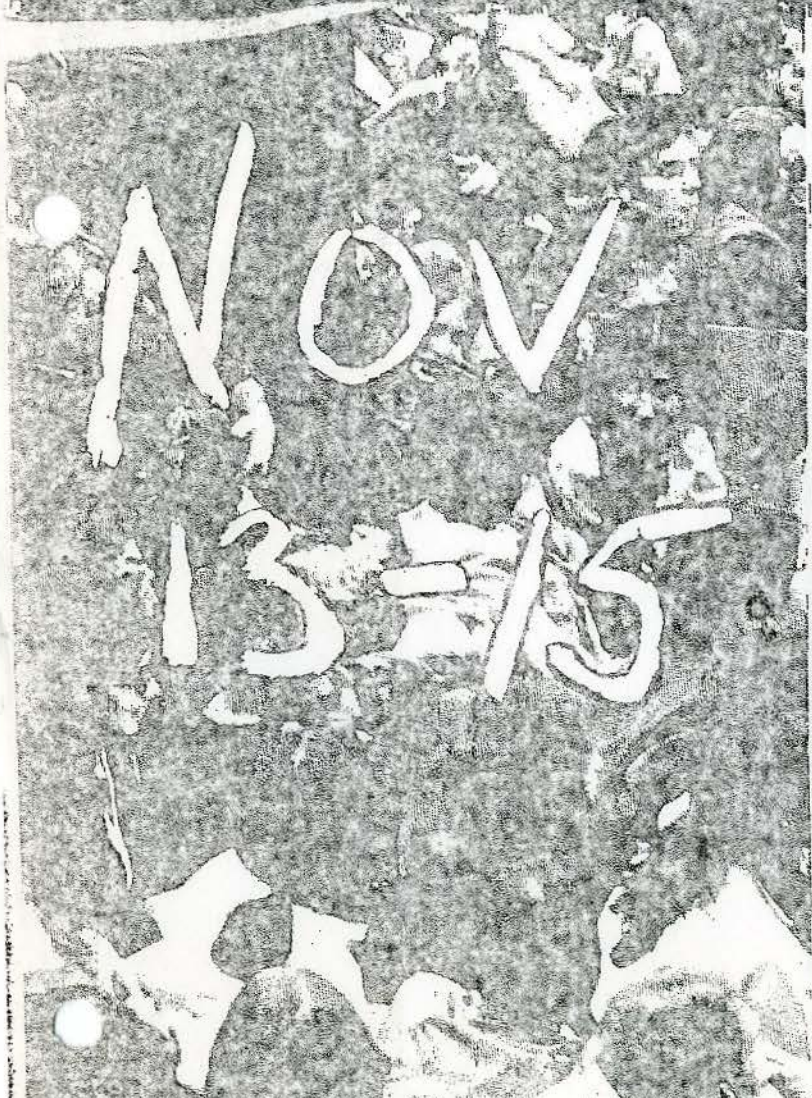
Missing

- No. 1 - PC
- 2 - PC (ours here)
- 11 - PC
- 20 - PC

JOIN IN



MORATORIUM



**NOV
13-15**

THURSDAY NOV 13

Leafletting and canvassing all day
6 pm CITY-WIDE MASS RALLY at the Arch
speakers to include Coretta King
and Harry Belafonte
First buses leave for Wash. D.C. for
the March Against Death

FRIDAY NOV 14

Student Strike, demonstrations
against campus complicity
11:30 gather at 12th & Market for
march and rally
1 pm second group of buses leaves
for Washington
Afternoon campus and war industries
picketing
Leafletting all day

SATURDAY NOV 15

March on Washington

For more information call 862-5735 or
725-3209

Labor donated

November 3, 1969

To: Educational Policies Committee Members

CC: All Faculty Members - *Miss Mesjeres*

From: The Dean of Lindenwood College

EDUCATIONAL POLICIES COMMITTEE

9:00 A.M. - November 5, 1969 - Roemer 107

AGENDA

- I. Minutes for the meeting of October 1, 1969.
- II. OLD BUSINESS
 - A. Report on grade distribution of current sophomore and junior classes in comparison to high school GPA and board scores. (Mr. Barnett)
 - B. Report from several departments on retention or dropping of the hyphenated course concept. (Mr. Barnett)
 - C. Review of course scheduling. (Mr. Bornmann)
- III. NEW BUSINESS
 - A. Inclusion of plus and minus markings on permanent grade record. (Mr. Konstam)
 - B. The possibility of the Field Test as a Senior Comprehensive. (Miss Lichliter)
 - C. Need for ruling on language requirement for international students. (Miss Lichliter)
 - D. Problems concerning the fractional courses. (Mr. Barnett)
 - E. Review of issues to be considered during this academic year. (Mr. Barnett)

THE LINDENWOOD COLLEGES

St. Charles, Missouri

The President's Room

November 4, 1969

TO STUDENTS, FACULTY, AND ADMINISTRATION:

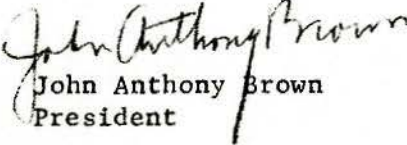
At the President's Council meeting on November 3, the President of the women's student government and the Community Manager for Lindenwood College II brought a proposal for open-dormitory regulations for selected hours of the week before the Council. There was no doubt that both of these student leaders had secured very broad support for their position from the student body. An intensive discussion ensued, and the following action was taken:

1. A committee of four students, the Academic Deans of both colleges, and the Dean of Students was established
 - (a) to plan an all-day conference on the impact of open-dorm policy on The Lindenwood Colleges, involving students, the faculty, administration, the Boards of the two colleges, knowledgeable consultants, and possibly parents. Thus, the issue will be given extensive analysis by students, faculty, administrators, Board members, and parents.
 - (b) to study alternatives to an open-door policy to see if there are ways which would provide the opportunities students seek and need for privacy on this campus.
 - (c) to investigate alternatives to the all-campus policy which was advocated at the November 3 meeting of the President's Council. This would involve an appraisal of institutions at which there are both open and restricted dormitory arrangements.
2. The committee was directed to immediately take steps to maximize opportunities for privacy on the campus as it now stands. This involves some possible reorganization of lounges and better use of places like the Carriage House.
3. The committee was charged with the necessity to act as quickly as possible. An outside deadline for resolving this problem was set at ninety to one hundred and twenty days.

The request for open-dorm policy was appropriately and properly brought to the President's Council. Discussion of the issue indicated a serious difference of opinion about the consequences of an open-door policy on The Lindenwood Colleges. At least some members of the President's Council feel that the discussion has not been thorough enough; that the faculty, parents, and Trustees of the Colleges have not been involved; and that a final decision should not be taken until we have had this kind of thorough consideration by all who bear responsibility for the future of the colleges.

I call upon all members of the college community to give the proposal careful consideration and study, to cooperate in the process of coming to a consensus involving faculty, trustees and administration on the probable impact of open-dorm policy on this campus. I want to assure all members of the college community that the administration will participate in the process of study, discussion, and review.

The special committee includes four students: Miss Patty Uren, Miss Patsy Holloway, Mr. Tom Greer, and Mr. Mike Donovan. I know these individuals will responsibly participate in the weeks ahead as we review the proposal, and I assure them and all their student colleagues that the administration will assist them in any way we can.


John Anthony Brown
President

JAB:PJ

LINDENWOOD COLLEGE
STUDENT ASSOCIATION

November 5, 1969

TO: ALL LINDENWOOD COLLEGE STUDENTS

FR: Patty Uren

This Wednesday at 6:00 p.m. (today) in the Red House there will be an open Student Council Meeting to discuss our policy of OPEN DORMS. This will be an opportunity for us as a community to discuss the issue. I encourage everyone to please attend. We must make a decision as far as the action to be taken, and it must be done by a student body not by a handful of unsupported students.

The policy of open dorms was presented at the President's Council and discussed at great length. The decision was made to establish a sub-committee which will thoroughly investigate all the ramifications, alternatives and options concerning open dorms. I personally am not pleased, but I'm unsure of how to proceed from here. The Student Council can proceed no further without the expressed support of the student body. Please attend this meeting so that we as a community can make a decision and proceed from there. We as a student government will accept and implement the will of the majority NOW.

A very basic question as far as our ability to govern ourselves is an integral part of this issue. The question is one we cannot ignore.

Please take the time to come on Wednesday to voice your opinion (positive or negative). We must make a decision as a community.

Thank you,

Patty s/t

L I N D E N W O O D C O L L E G E

November 5, 1969

Report of Meeting of Dean's Advisory Committee
of Lindenwood College, November 4, 1969

The Dean's Advisory Committee, representing the women of Lindenwood College, held a meeting in Dean Barnett's office at 4:00 p.m. on November 4, 1969. Those present were Patty Uren, Patsy Holloway, Karen Oelschlaeger, Pam Parrish, Barbara Roth, Dean Thomas, and Dean Barnett.

Items of business:

1. The sub-committee, appointed by the President's Council to study the question of Open Dormitories and Intervisitation, will have its first meeting on Thursday, November 6.
2. There was discussion of the Institutional Study Committee and the development of a policy statement on freedoms. Stacks of copies of the Interim Policy will be kept at Residence Hall Desks so that all students will have access to one.
3. There was discussion of student involvement in academic, administrative, and Board of Directors committee work.
4. The Dean's Advisory Committee will begin meeting alternately with the President's Council after this week.

The next meeting will be on November 11, 1969.



November 6, 1969

To: Members of the Faculty
From: The Dean of Lindenwood College

The next faculty meeting will be held on November 12 at 9:00 a.m. in the new Fine Arts Building. Refreshments will be served at 8:30 a.m.

President Brown, who will be off campus most of the time during the next three weeks, will be back at this time and will preside. A major item of business will be the proposed faculty Constitution. On Friday of this week--or Monday morning at the latest--we will distribute to all of you copies of the Constitution as it now stands with some recommended changes from the administration.

Our recommendations are partly editorial changes, partly adjustments to circumstances not previously noted, and partly differences in view. Some of them derive from discussions with two members of the Board of Directors who, although not acting in any official capacity, expressed attitudes which seemed worthy of consideration, particularly in regard to student participation on faculty committees.

Our hope is that the faculty will review these recommendations prior to the meeting, will discuss points of agreement or disagreement at the meeting, and will indicate their wishes as to the disposition of the Constitution. The Constitution Committee, for example, could make a further review and work out any remaining points of difference in time for the December meeting, on which occasion, hopefully, there could be acceptance of the document so that it could be presented to the Board of Directors at the January meeting.

An agenda for the Faculty meeting--one which will have the above as one item of business--will be distributed on Monday. Other matters, including announcements, will be included if you will please inform my office by 5:00 p.m., Friday, November 7.


Howard A. Barnett

HAB:cs

LINDENWOOD COLLEGE
ST. CHARLES, MISSOURI

TO: Members of the Faculty

FROM: John Anthony Brown
Howard A. Barnett

November 7, 1969

An extremely busy summer and fall made it difficult for members of the Administration to review the proposed constitution, in accordance with the understanding we had with the faculty, and to give their reactions to the document before this time. We appreciate the patience of the faculty, and hope that it is fully understood that we are not trying to delay the adoption of the Constitution for we believe this to be a matter of importance to the college and would like to act on it as quickly as possible.

Our reactions about the document are essentially positive. We believe the negotiations which have been carried on were in good spirit and were very productive. Our review, which included some discussion with two members of the Board of Directors' Faculty and Curriculum Committee acting in advisory capacity and in no way speaking for the Board, points to only a few places where some reconsideration or change is needed. They are as indicated hereafter:

- X Page 1. Preamble. Add "the students" in the next to the last line after the word "between" and before "the Faculty."
→ Dr. Konstam - Mr. Bartoloneu's additional suggestion (see Constitution notes)
- Page 3. Item I B - 2, last line. Delete "as set forth in its current catalogue."
A
- Item I B - 3a. Change the first line to read: "Not later than March 1 of the first or second academic year of service."
- Item I B - 3b. Change the first two lines to read: "Not later than December 15 of the third or subsequent academic year of service until tenure is granted, if the appointment expires at the end of that year."
- Item I B - 3c. Delete.

November 7, 1969

We are in full accord with the spirit of this section concerning notice. It is designed to give the faculty member adequate time to relocate and also to facilitate recruiting of a replacement. The importance of a second year in a person's employment, however, is such that December 15 is too soon for either the college or the individual to be sure of the rightness of the appointment. After the second year, December 15 seems a reasonable time and better, in our opinion, than giving a full year's notice which tends to make the faculty member a lame-duck participant in college affairs. Except in rare instances, a person who spends a full year knowing that he will not remain gives less than full service and thereby diminishes his standing in the profession. December 15 or prior notice, on the other hand, gives him ample time to find a new position and also allows the college to give full consideration to the possibility of his continued service.

Page 4. Item I B - 6. [We recommend that the Faculty Personnel Committee serve in place of the ad hoc committee mentioned here] and that the Dean and the President be specified as persons to be present at a hearing, with voice but no vote. [In place of the sentence beginning "If agreement is not reached," (line 8) we suggest: "If the faculty member involved is not satisfied with the decision of this committee, then the next procedure is, etc."]

reject
approved

Our feeling about the present wording is that it is not clear in stating procedure and that an extra, ad hoc committee complicates the matter unnecessarily. The regular Faculty Personnel Committee would seem a natural place for all hearings, whether for dismissal for cause or for financial exigency. The presence of the Dean and/or the President would seem essential if any kind of decision can be made, and, certainly, for both sides of a question to be heard. Even though the President and the Dean are ex officio members automatically, the presence of one or the other should not be optional.

Page 6. Item III A. Under Faculty Organization, change the second and third lines to read: "The Vice-President for Public Affairs, the Business Manager, and Director of Admissions shall have voice but not vote."

Both for the benefit of the faculty and the benefit of the Admissions Director, it is important that he be regularly active in faculty deliberations. The faculty needs to know the relation of their decisions and policies to admissions. The Admissions Director needs an understanding in depth of the character of the academic programs which he must interpret to parents and prospective students.

Pages 6, 6A, 7. Items III B, C, D, E & G seem more properly items to be listed under the Bylaws and we suggest they be deleted from the Constitution and placed among the Bylaws under the heading "Procedures," such section to precede "The Committees of the Faculty."

Page 8. Item IV F. We recommend deleting Item IV F, especially as a part of the Constitution itself, where changing it would be difficult.

This last recommendation is made with an invitation to discussion. We are somewhat skeptical about staffing all the committees established without having some faculty members on more than two committees, and we are uneasy about the requirement that no faculty member can succeed himself. We see several areas, of which the Library Committee, perhaps, is a good example, in which expertise would develop over a period of time. Faculty persons would begin to be most effective after a year or two of service. They would come to understand problems and needs and the ways with which they were dealt. Not to permit them to serve more than one term would seem to us a loss in the efficiency of the committee's operation.

Page 9. Item V A - 1. Under this item, add to the description of appointment for the librarian so that it reads: "The Librarian shall be appointed by the President of the College, after consultation with the Library Committee, which, in case of a vacancy, shall serve as a searching committee."

The administration accepts the description of the appointment and duties of the Division Chairmen on pages 10-11 and has reviewed the significance of this change from the present practice. We note that this will considerably alter the character of the Divisional Chairmanship and wish the faculty to be aware of this fact. One effect is to change the nature of the Division Chairman's automatic membership on the Educational Policies Committee. Another is to shift some of the responsibility for innovation in intra-divisional cooperation and curriculum development to Department Chairmen.

Page 11. Item V C - 1b. In the last sentence describing the appointment of Department Chairmen, change the wording to read "may elect to recommend the principle of rotation" rather than "follow."

The reason for the above recommendation is that, in departments as small as those of a college this size, a policy of rotation established as a principle in one year may become impossible in subsequent years and department members as well as the administration need the option of determining the appointment by whatever means seems best at the time.

Page 12. Item V C - 2g. Change this item to: "Shall consult with tenured members of the department as to promotion, tenure, and non-renewal of contract, and present the results of this consultation--together with his own recommendations to the Dean of the College and the President.

Item V C - 2i. Change #i to #h and omit the word "promotion" in the last line since it overlaps #g.

Item V C - 2h. Change #h to #i.

Page 13. Item VI. Change this item, Appointments, to read: "Appointment to the Faculty is made by the President upon the authority granted him by the Board of Directors after he has consulted, etc."

Item VII B - 3. Change this item to read: "Contributions to one's profession and/or to the functioning of the committees contained in the Bylaws."

Page 14. Item VIII A - 3. Change this item to read: "Written application for any leave for any coming college year shall be made by the eligible person ordinarily by November 1, etc."

Page 16. Item VIII B - 4. Change this item under Other Leaves to read: "Persons on leave, except those on military leave, may continue to receive the college's contribution to the retirement pension and their major medical insurance policies. They shall not forfeit their status in connection with salary increments, unless this has been clearly stipulated as a condition of the leave."

This change seems necessary for reasons which affect both the college and the individual. Under certain circumstances, members of the faculty may be offered leave opportunities which would be very much to their personal benefit but conceivably would not impact advantageously on the college, or could have a leave opportunity for which there would not be any budgetary provision. Under such circumstances it would be necessary to replace these people while they are gone and to take other action which could involve expense. Indeed, sometimes, leave opportunity involves payment to the individual for retirement or medical coverage. An arbitrary requirement concerning salary increments and pension and insurance payments could make it necessary to deny a request for leave. On the other hand, the option would make it possible to determine each request on its individual merits.

Page 16. Item IX A. Change this item by ending the sentence after "birthday" and deleting the remainder.

Page 17. Item IX D under Retirement states a policy which would require Board action and fundamental changes in our present retirement system and cannot be included in the Constitution until these matters have been completed.

The administration is certainly sympathetic to the point of view expressed in the policy which entitles the faculty member, leaving or retiring before age 65, to retirement income in proportion to the years of contribution to it. We have not been able to get the necessary study of costs that we need, however, for us to adopt a position in support of the policy.

Page 21. Item A - 3. We recommend changing the title to Faculty-Student-Board of Directors Liaison Committee.

Item A - 3a (2) should read "Five members of the Board selected by the Board of Directors."

Item A - 3a (3). We recommend changing this to read "Five faculty members, at least three of whom are tenured, etc."

We suggest the change concerning tenured membership to raise the question as to whether this is desirable. The Board is extremely interested in some of the newer members of the faculty and needs a regular means of coming to know them and their views, an opportunity which this committee could provide.

Page 22. Item A - 4a (2). Change this item under membership for the Educational Policies Committee to read: "Three faculty members shall be appointed and three shall be elected for staggered two-year terms. Nominations and appointments shall be in the first instance for two groups; one group shall serve one year, and the other group shall serve two years."

Item A - 4a (4). Change this to read: "No more than two of the elected and appointed faculty members shall serve from the same academic division."

These changes seem necessary to make this committee compatible with the stipulations of the Constitution as found on page 8. Item IV C states that "All standing committees will contain some members elected by the Faculty and some

appointed by the President." Since the Divisional Chairmen, under this Constitution, are to be elected, there will need to be some provision such as the above for the appointed membership. The balance of the committee as proposed here would be six elected (including Divisional Chairmen) and three appointed.

Page 23. Item A - 5a (3). Change this item under Library Committee Membership to read: Two student members appointed, after consultation with student leaders, by the President, etc."

Page 24. Item A - 6a (1). We recommend changing the membership of the Faculty Personnel Committee to read: "Five elected members of the faculty to serve for staggered two-year terms, at least three of whom shall be on tenure, and two appointed members of the faculty, of whom one shall be tenured. Nominations and appointments shall be in the first instance for two groups; one group shall serve one year, and the other group shall serve two years."

Item A - 6a (3) under Duties add: "and other duties as indicated in the Constitution." (See page 13.)

The change to include two appointed members is again to make the membership of this committee compatible with the stipulations on page 8 of the Constitution. The change in the specification concerning tenured membership is suggested in order to raise the question as to whether there should not be an option in this matter.

Page 24. Item A - 7. We recommend changing the name of this committee to "Committee on Honors."

This change seems appropriate as a more accurate description of the committee's duties. It also will help avoid confusion with Dr. Hood's role as Associate Dean for Special Academic Programs.

Page 26. Item A - 9. It is recommended that the Committee on Off-Campus Study be deleted.

This committee itself has suggested that this action be considered. In view of the increased jurisdiction of the January Term Committee which works closely

with Dr. Hood as Associate Dean of Special Academic Programs, it seems that there is little for this committee to do. In the interest of keeping the number of committees as low as possible, perhaps this one can be dropped.

The administration believes that the Constitution as presently worded does not give enough consideration to the role of students, as that role has evolved in recent years. We would propose that, in addition to the student membership in the Faculty-Student-Board of Directors Liaison Committee and the Library Committee, the following changes be made:

- Page 1. We have already suggested the insertion of the word "students" in the Preamble.
- Page 5. Item II B. Add an item #8 to the list of faculty responsibilities: "Include in their deliberations the opinions and wishes of the student body through appropriate inclusions of student representatives on standing and ad hoc committees."
- Page 6. Item III A In the fifth line on this page (a continuation of A from the preceding page), after the sentence ending with the word "meetings," add: "Such standing invitations may include students."
- Page 6. Item III C. Change the first line under Faculty Organization to read: "The agenda shall be distributed to each faculty mailbox and to designated student representatives no later than, etc."
- Page 6A. Item III F. Change this item to read: "Any item of business conducted in faculty meetings to be held confidential shall be so designated by the President or the Dean of the College and the Faculty placed in executive session, during which student representatives will be excused. Announcement of, etc."
- Page 8. Item IV. Add an Item G: "Student membership on faculty committees shall be elected by procedures determined by the student government and by administrative appointment, in keeping with the practice of appointed and elected membership described in this Constitution."
- Page 20. Item A - 2a (3). Under membership of the Admissions Committee: "Two students, one elected and one appointed, shall serve staggered two year terms. At the first meeting, terms of two years and one year shall be drawn by lot. Student members shall have voice and vote, but they shall not have access to confidential information concerning student applicants."

Page 20. Item A - 2b (3). Change to read: "To make an annual report to the Faculty and to the Student Government."

Page 21. Item A - 3a (4). Change to read: "Five student members invited to attend meetings, one of whom shall be the President of the Student Body, two elected and two appointed; one-year terms."

Page 22. Item A - 3a. Add (5) under membership of the Educational Policies Committee: "Three seniors (one major from each division) shall be chosen by the faculty on the basis of academic leadership and a minimum grade point average of 3.0. At such times that the faculty members feel the need to go into executive session, the student representatives will be excused. Students shall have voice but not vote."

Page 28. Item A - 12. Change this item to read:

"12. Lindenwood College II Student Membership on Faculty Committees.

Student representation from Lindenwood College II on faculty committees shall be equivalent to that of Lindenwood College. Equivalency, in this context, shall be interpreted as equating (a) the number of student members from each college, (b) the Community Government of Lindenwood College II with the Student Government of Lindenwood College, and (c) the Office of Community Manager of Lindenwood College II with the President of the Student Association of Lindenwood College."

Dean Quehl suggests that the other portion of this item be omitted as being understood. He would like to bring to the faculty later in this academic year a recommendation concerning the Lindenwood College II relationship to the Constitution based on this first year's experience.

We invite the Faculty's careful consideration and response to the recommendations in this memorandum. Our hope is that we can reach final agreement at the December Faculty Meeting in order that the document may go to the Board of Directors in January.

John Anthony Brown, President
Howard A. Barnett, Vice President and
Dean of the College

Miss Meszoros

FACULTY MEETING AGENDA

November 12, 1969

9:00 a.m.

New Fine Arts Building

President Brown Presiding

Invocation

Mr. Conover

I. Minutes of the October 8 Meeting.

II. Old Business

A. Report on Chairmanships of Faculty Committees

Mr. Barnett

B. Ruling on election of members of Institutional Study Committee

Mrs. Huesemann

C. Administrative recommendations concerning the proposed constitution

Mr. Brown

III. New Business

A. Report of the Educational Policies Committee

Mr. Barnett

1. Changes of Biology 101-102 and Mathematics 101-102 to comma courses

2. Recommendation of a grade point system which counts plus and minus markings:

Much more Sensible!

A	-	4.0
A-	-	3.66
B+	-	3.33
B	-	3.0
B-	-	2.66
C+	-	2.33
C	-	2.0
C-	-	1.66
D+	-	1.33
D	-	1.0

B. Report on NCA Review

Mr. Brown

IV. Announcements

Miss Ambler
Mrs. Ebest
Others

Mezars

Lindenwood College
St. Charles, Missouri

Minutes

Meeting of the Faculty of Lindenwood College
December 10, 1969

The regular meeting of the Faculty of Lindenwood College was held in the New Fine Arts Building at 9 a.m., Wednesday, December 10, 1969, with President Brown presiding. Mr. Conover gave the invocation.

Mr. DeWulf moved that the order of Old Business, as presented in the agenda, be reversed so that the Report of the Educational Policies Committee be made before discussion of the Faculty Constitution. The motion was seconded and passed.

Mr. Bartholomew moved that the motion made at the November faculty meeting to meet December 12 be reconsidered since the minutes indicate some uncertainty about such a meeting and that there be no meeting on that date. The motion was seconded and approved.

- I. Mr. Bauer moved that the minutes of the November 12 meeting be approved as distributed. The motion was seconded.

Mr. Wehmer moved that the motion be amended to correct the statement at the top of page 2 from "The Nominations Committee, however, had not asked permission of one of the three receiving the most votes..." to "The Nominations Committee, however, had not asked permission of Miss Williams, one of the three receiving the most votes, ..." The amendment was seconded and passed.

The motion to approve the minutes as amended was passed.

II. Old Business

A. Report of the Educational Policies Committee

- 1. Dean Barnett reported that the Educational Policies Committee had accepted the changes of Biology 101-102 and Mathematics 101-102 to Biology 101, 102 and Mathematics 101, 102.
- 2. Dean Barnett moved the adoption of the recommendation of the Educational Policies Committee of a grade point system which counts plus and minus markings, as listed in the agenda. The motion was seconded.

Mrs. Nord moved to amend the motion to include "pending approval by the student body." The amendment was seconded and defeated.

The original motion was defeated.

B. Faculty Constitution

Dean Barnett moved that the Constitution as revised and presented by the faculty to the administration last spring be approved as it stands except for editorial and non-substantive changes listed below, to serve as PROCEDURE AND POLICIES FOR THE GOVERNANCE OF THE LINDENWOOD COLLEGES in an interim beginning with this meeting and lasting no longer than three long terms, during which time the Constitution, revised and agreed upon, will be presented for approval. For the changes indicated, refer to the cover letter of November 7, 1969:

Preamble - p. 1
 Item III A - p. 5, 6
 Items III B, C, D, E, & G - p. 6, 6A, 7
 Item IV F - p. 8
 Items V C - 2g, 2i, 2h - p. 12
 Items VI, VII B - 3 - p. 13
 Item VIII A - 3 - p. 14
 Item IX D - p. 17
 Items A - 3, 3a (2), 3a (3) - p. 21
 Items A - 4a (2), 4a (4) - p. 22
 Item A - 7 - p. 24
 Item A - 9 - p. 26

The motion was seconded. Vote by secret ballot indicated the motion was defeated with 30 voting against the motion and 17 for it.

President Brown said that we must determine the wishes of the Faculty in terms of the next steps to be taken in view of the rejection of Dean Barnett's motion.

After some discussion, it was agreed to recess the formal meeting of the Faculty and to go into Executive Session to discuss informally, with no minutes being taken, the philosophy of the government of the college and to determine the basis for proceeding with the writing of the Constitution.

When the recess of the formal meeting ended and items on the agenda were again taken up, Mr. Bartholomew moved that the question of the whole revision of the Constitution be put aside until we have heard the reports under New Business. The motion was seconded and passed.

After further discussion, President Brown said that the Administration would proceed in the spirit of the proposed Constitution, as we have been operating, until instructed otherwise by the Faculty.

III. New Business

- A. President Brown announced that the visitation committee of the North Central Association will be here in the spring. We have asked North Central for transfer of accreditation so that accreditation now granted to Lindenwood College for Women will extend over the broader area of Lindenwood College for Women and Lindenwood College II. We are also asking for accreditation for the granting of the M.A.T. degree.
- B. Dean Barnett reported that through the two student government organizations students had presented a proposal for intervisitation for Lindenwood College for Women and a similar proposal for Lindenwood College II. After a request by the President's Council, further study was undertaken by the students in regard to the effect such intervisitation would have on admissions, the college finances, and campus life. A report was made by the student committee to the students, and another vote was taken. As a result of this vote, students of Lindenwood College for Women withdrew their request for intervisitation. The men students reported that students of Lindenwood College II are still in favor of such a policy for their college, but, according to Dean Barnett, the issue has not been settled. From studies that have been made by the Administration, it appears that such a policy would be detrimental to either college at this time. A decision will be announced to the students within the next few days.
- C. President Brown reported to the Faculty some of the problems which we face as the budget is prepared for the 1970-71 year, in view of the past deficit. For 1970-71 we must increase our funds and bring in as many as 445 new students if we are to bring the total enrollment to 800. Dean Barnett and President Brown believe we must not curtail our program at this time and that it would be a serious mistake to do anything other than raise the money and get the students needed to sustain what we have set out to do. President Brown said the faculty would be asked to involve itself deeply in increasing the size of the student body. Open houses for prospective students are being planned for this spring, and the Faculty will be asked to help with these. Faculty will also be asked to help in other ways, possibly by contacting prospective students when on trips for other purposes.
- D. The consideration of procedures for continuing work on the Constitution will be resumed at the January meeting.

IV. Announcements

Following Mr. Moore's suggestion, the Faculty agreed that it is not necessary to authorize the Constitution formally for policies in the Constitution to be followed as they have been.

It was announced that refunds of Faculty Club dues will be made.

The meeting was adjourned.

Approved:

Mary Yonker, Acting Secretary

Emma Purnell, Secretary of the Faculty

Miss Meszard

FACULTY MEETING AGENDA

December 10, 1969

9:00 a.m.

New Fine Arts Building

President Brown Presiding

Invocation

Mr. Conover

I. Minutes of the November 12 meeting.

II. Old Business

A. Faculty Constitution

Mr. Brown

It is proposed that the Constitution as revised and presented by the faculty to the administration last spring be approved as it stands, except for editorial and non-substantative changes listed below, to serve as PROCEDURES AND POLICIES FOR THE GOVERNANCE OF THE LINDENWOOD COLLEGES in an interim beginning with this meeting and lasting no longer than three long terms, during which time the Constitution, revised and agreed upon, will be presented for approval. For the changes indicated, refer to the cover letter of November 7, 1969:

Preamble - p. 1
Item III A - p. 6
Items III B, C, D, E, & G - p. 6, 6A, 7.
Item IV F - p. 8
Items V C, 2g, 2i, 2h - p. 12
Items VI, VII B-3 - p. 13
Item VIII, A-3 - p. 14
Item IX D - p. 17
Items A-3, 3a(2) 3a(3) - p. 21
Items 4-4a (2), 4a(4) - p. 22
Item A-7 - p. 24
Item A-9 - p. 26

The changes seem necessary for consistency within the document and to make the procedures workable under our present circumstances. The need for approval is urgent because we must have such procedures for the North Central visitation (both for the report itself and for the faculty manual). The desirability of more time to consider the permanent form of the Constitution is apparent because of the changing character of the men's college and of the growing interest in student participation.

B. Report of the Educational Policies Committee

Mr. Barnett

1. Changes of Biology 101-102 and Mathematics 101-102 to comma courses.

Faculty Meeting Agenda

Page two

II. Old Business

B. (Continued)

2. Recommendation of a grade point system which counts plus and minus markings:

A	-	4.0
A-	-	3.66
B+	-	3.33
B	-	3.0
B-	-	2.66
C+	-	2.33
C	-	2.0
C-	-	1.66
D+	-	1.33
D	-	1.0
D-	-	1.0

III. New Business

A. The NCA Review

Mr. Brown

B. Report from President's Council

Mr. Barnett

C. President's Remarks

Mr. Brown

IV. Announcements

Lindenwood College
St. Charles, Missouri

Minutes

Meeting of the Faculty of Lindenwood College
November 12, 1969

The regular meeting of the Faculty of Lindenwood College was held in the New Fine Arts Building at 9 a.m., Wednesday, November 12, 1969. Dean Barnett presided in the absence of President Brown. Mr. Conover gave the invocation.

- I. Mr. Bornmann moved that the minutes of the October 8 meeting be approved as distributed. The motion was seconded and passed.
- II. Old business
 - A. Dean Barnett reported that the following had been elected chairmen and secretaries of committees:
 - Library Committee
 - Chairman - Miss Williams
 - Secretary - Mrs. Morros
 - Institutional Research Committee
 - Chairman - Mr. Bornmann
 - Secretary - Mrs. Nord
 - Committee on Special Academic Programs
 - Chairman - Mr. Greenlaw
 - Secretary - Mrs. Roman
 - Committee on Off-Campus Study
 - Members of this committee recommend that it be discontinued and, therefore, have not elected a chairman or secretary.
 - B. Mrs. Huesemann announced that the Nominations Committee had sent a ballot to Faculty listing the following six as candidates for membership on the Institutional Study Committee, with three to be elected:

Miss Ambler
Mr. Feely
Mr. Nichols
Mrs. Roman
Mr. Wehmer
Miss Williams

The Nominations Committee, however, had not asked permission of one of the three receiving the most votes to submit her name and the candidate felt she could not accept another committee appointment. The Nominations Committee, after consultation with Dean Barnett, recommends that the person receiving the fourth highest number of votes be elected to the committee. Since there was no objection to this, the following have been elected to the Institutional Study Committee:

Mr. Feely
Mr. Nichols
Mr. Wehmer

C. Discussion of administrative recommendations concerning the proposed constitution

Dean Barnett expressed the hope of the Administration that the constitution could be approved by the Faculty by December 15 so that it would be taken to the Board at its meeting in January.

Mr. Doherty moved that in discussing the administrative recommendations the Faculty follow the sequence of the proposals injecting, in sequence, anything not covered in the administrative letter. The motion was seconded and approved.

Mr. Bornmann moved, and the motion was seconded and approved, to accept the recommendation of the Administration, which would change the last sentence of the Preamble to read: "This Constitution is designed to describe the organized channels of cooperation between the Students, the Faculty, the Administration, and the Board of Directors."

The next item discussed was Item I A (b) under "Academic Freedom" (Pages 1 and 2) which reads: "The teacher is entitled to freedom in the classroom in discussing his subject, but he should be careful not to introduce into his teaching controversial matter which has no relation to his subject. Limitations of academic freedom because of religious or other aims of the institution should be clearly stated in writing at the time of appointment."

Mr. Bartholomew moved that section (b) be abbreviated as follows: "The teacher is entitled to freedom in the classroom in discussing his subject..." The motion was seconded. After discussion Mr. Bartholomew withdrew his motion.

Mr. Nichols suggested that a resolution be submitted to instruct the Constitution Committee that (b) is alien to the philosophy of the Lindenwood Faculty.

After further discussion, informal action was taken in regard to the ideas in paragraphs (a), (b), and (c) under I A. Following are the results of this action:

In regard to (a) the Faculty favors inclusion of the idea of such a statement.

In regard to (b) and (c) the Faculty does not favor inclusion of the idea of these statements.

In regard to the tenure statement under I A the Faculty favors inclusion of such a statement.

Mr. Bartholomew moved that Item I A be referred to the Constitution Committee for revision following the informal action of the Faculty in regard to this section, and that the Committee report back to the Faculty at the meeting in December. The motion was seconded and carried.

After motion made by Mr. DeWulf, it was seconded and passed that "as set forth in its current catalogue" in Item I B - 2 (page 3) be deleted.

After discussion it was moved and seconded that:

1. No change be made in Item I B - 3a (page 3)
2. Item I B - 3b (page 3) be changed to:

"Not later than December 15 of the second or subsequent academic year of service until tenure is granted if the appointment expires at the end of that year; or, if an initial two-year appointment terminates during an academic year, at least six months in advance of its termination."

3. Item I B - 3c (page 3) be deleted.

Mr. Soda moved to amend the motion by changing the March 1 date in Item I B - 3a to February 1. The amendment was seconded and defeated.

The original motion was approved.

Miss Williams moved, and the motion was seconded and passed, that in Item I B - 6 (page 4) the phrase "If agreement is not reached at this stage, then the next procedure is to request a joint meeting of the ..." be deleted and that "If the faculty member involved is not satisfied with the decision of this committee, then the next procedure is the convening of..." be substituted.

Mr. Bartholomew moved that in the same section the sentence "If formal proceedings are held, procedures..." be changed to "For the formal proceedings, procedures..." The motion was seconded and carried.

Mr. Bornmann moved to reject the Administration's suggestion in the same section to change the ad hoc committee to the Faculty Personnel Committee. The motion was seconded and passed.

Miss Williams moved that "hearing committee" throughout the same paragraph be deleted and that "faculty committee" be substituted. The motion was seconded and defeated.

Mr. Konstam moved, and the motion was seconded and passed, that the Faculty reject the proposal of the Administration that the Dean of the College and the President be specified as persons to be present at a hearing.

Mr. DeWulf moved that discussion of the constitution be suspended in order that other items on the agenda could be discussed before the end of the meeting. The motion was seconded and carried.

Mr. Bornmann moved that the Faculty meet Monday morning, December 1, at 9 a.m., to discuss further the constitution, the meeting to be held all day if necessary. The motion was seconded and defeated.

Miss Ross moved that classes on Wednesday after Thanksgiving (December 3, when Tuesday classes will be held) be dismissed and that the Faculty meet that day to continue discussion of the constitution. The motion was seconded and defeated.

Miss Lichliter moved that the Faculty meet all day Friday, December 12, in addition to December 10. The motion was seconded and passed. (Following a show of hands as to how many could be present at a meeting on December 12, it appeared that many would be absent and, therefore, it would probably be unwise to have a meeting on that date.)

III. Announcements

Miss Ambler asked members of the Faculty to return as soon as possible library books which are not being used in classes this term. She also reported that the I.D. library cards for Faculty are legal in all Higher Education Coordinating Council libraries. This is not true, however, of I.D. cards for students, and Faculty are asked not to check out books for students. She requested that book orders be marked "rush" only if there was an urgent need for the books.

Mrs. Ebest announced that faculty luncheons will be served in the private dining room of Ayres Dining Hall.

Dean Barnett said that the items listed under New Business on the agenda would be considered at the December meeting.

The meeting was adjourned.

Mary Yonker
Acting Secretary

Approved:

Emma Purnell
Secretary of the Faculty

*2,483,000
\$400,000
deduction
6 months*

	<u>1969-70</u>		<u>1968-69</u>				<u>1967-68</u>		<u>1966-67</u>	
	<u>Budget</u>	<u>Percent</u>	<u>Budget</u>	<u>Percent</u>	<u>Actual</u>	<u>Percent</u>	<u>Actual</u>	<u>Percent</u>	<u>Actual</u>	<u>Percent</u>
INCOME										
Tuition & Fees	\$1,030,917	42.7	\$ 856,150	42.2	\$ 900,828 (1)	42.9	\$ 897,400	44.3	\$1,050,436	43.5
Endowment	494,112	20.5	358,250	17.6	407,507 (2)	19.4	359,329	17.7	367,418	15.2
Gifts & Grants	210,000	8.7	214,925	10.6	188,257	9.0	121,317	6.0	166,091	6.9
Aux. Enterprises	645,800	26.8	575,190	28.3	576,088	27.4	630,144	31.1	807,608	33.4
Miscellaneous	31,494	1.3	25,500	1.3	27,474	1.3	17,853	0.9	25,198	1.1
	<u>\$2,412,323</u>		<u>\$2,030,015</u>		<u>\$2,100,154</u>		<u>\$2,026,043</u>		<u>\$2,416,751</u>	

EXPENSES										
Instructional & Library	918,553	35.6	826,727	39.7	897,315 (3)	38.3	897,194	38.7	908,522	38.1
Admin. & Student Services	404,451	15.7	336,786	16.2	344,737	14.7	267,871	11.6	241,129	10.1
General Institutional	248,011	9.6	163,323	7.8	170,546	7.3	257,074 (6)	10.8	253,281	10.6
Plant	300,207	11.6	235,800	11.3	288,169 (4)	12.3	304,362	13.1	326,137	13.7
Student Aid	265,655	10.3	173,810	8.3	250,369	10.7	114,086	4.9	119,267	5.0
Auxiliary Enterprises	441,402	17.1	347,282	16.7	390,244 (5)	16.7	478,822	20.6	533,722	22.4
	<u>\$2,579,279</u>		<u>\$2,083,728</u>		<u>\$2,341,380</u>		<u>\$2,319,409</u>		<u>\$2,382,058</u>	

Net Income	(\$ 166,956)		(\$ 241,266)				(\$ 293,366)		\$ 34,693	
Part-time Faculty	12		7				8		16	
Full-time Faculty	53		53				59		59	
Full-time Students	426 Resident (346 women 80 men), 141 Day (116 women, 25 men)		435 Resident 129 Day				496 Resident 145 Day		656 Resident 134 Day	
Part-time Students	93 (80 women, 13 men)		31				34		34	
	660		595				675		824	

	<u>1969-70</u>	<u>1968-69</u>	<u>1967-68</u>	<u>1966-67</u>
Faculty Salary	645,267	649,259	670,451	585,797
Faculty Benefits	45,000	42,917	43,277	37,346

47% w

- (1) Larger than budgeted Day Students Income
- (2) Result of Syers Estate
- (3) Communication Arts - January Term - Summer School - Not Budgeted
- (4) Salary and Repair and Maintenance - Under budgeted
- (5) Residence Halls, Food Service - Under budgeted
- (6) Student Promotion - budgeted under General Institutional 1968.
Consolidated with Admissions under Admin. & Student Services 1969

EXPLANATION OF BUDGET CATEGORIES

AUXILIARY ENTERPRISES (Both Income and Expense)

Residence Halls
Dining Hall
Bookstore
Tea Room

MISCELLANEOUS

Diploma Fees
Library Fines
Riding Fees
Practice Teaching Fees
Transcripts
etc.

INSTRUCTIONAL AND LIBRARY

Faculty Salaries
Faculty Benefits
Departmental Supplies and Expense
Departmental Equipment
Faculty Travel
Freshman Common
January Term
Office and Classroom Furnishings
Senior Synthesis
Summer School

Library - Salaries, Books, Expenses

ADMINISTRATIVE AND STUDENT SERVICES

President's Office
Business Office
Admissions Office
Dean's Office

Student Services - Registrar
Dean of Students
Dean of Continuing Education
Chaplain
Health Service
Inter-Cultural
Student Bank

GENERAL INSTITUTIONAL

Alumnae
Public Affairs
Development
Publications
Telephone and Telegrams
Debt Service
etc.

REPORT TO BOARD OF DIRECTORS

THREE YEAR BUDGET PROJECTION FOR THE LINDENWOOD COLLEGES

This projection is based on certain enrollment estimates and, therefore, will be adjusted as these estimates become firm figures.

	<u>1970-71</u>	<u>1971-72</u>	<u>1972-73</u>
Enrollment	750	900 *	1,000
Income	\$2,594,594	\$3,061,006	\$3,341,500
Expense	<u>2,839,356</u>	<u>3,144,973</u>	<u>3,327,507</u>
	(\$ 244,762)	(\$ 83,967)	\$ 13,993
Student/Faculty Ratio	13/1	14/1	15/1

General Assumptions:

- A. Enrollment.
- B. Endowment - adjusted for annual 4% growth factor only.
- C. 5% cost of living. Cost, Goods, and Services built in to 1970-71 and 1971-72 budgets.
- D. Optimum instructional program in terms of faculty staffing.
- E. Same administrative staffing for three-year period.

* Capital expenditure for renovation and furnishing of Niccolls Hall - Estimate \$175,000 - \$200,000. This would be in addition to budgeted expenditures.

CRITERIA FOR 1970-71 BUDGET - THE LINDENWOOD COLLEGES

Income:

- A. Enrollment 747 - 75% Resident students.
- B. Endowment Income - minimum estimate used.

Expense:

- A. 5% Cost of Living and Cost of Goods and Services used except where firm figures were available or where special programs dictated start-up expenditures.
- B. Optimum Instructional Program.

Plan for adjusting budget based on enrollment factor:

<u>Enrollment</u>	<u>700</u>	<u>750</u>
Income Differential	\$ -103,000	0
Deficit	352,762	\$ 244,762
Instructional Reduction	- 32,000	None
Across Board Salary Increases	Yes	Yes
Administration & Services Adjustment and Aid Adjustment	- 28,000	--
Gift & Grant Increase	<u>48,000</u>	<u>--</u>
Adjusted Deficit	\$ 244,762	\$ 244,762

Miss Meszaros

December 10, 1969

To: All Faculty and Administration
From: Howard A. Barnett

Attached are three sections to be added to your Faculty Manual. Please insert them as follows:

1. Student Officers for 1969-70 - Add to Rosters and Calendar section.
2. Committees of the Faculty - Add to Academic Affairs section.
3. V. The Honor System - Please remove pages 1E, 2E, 3E and 4E that are presently in your Faculty Manual, and insert the attached three pages on the Honor System.

I want to see that history pack your name
 I will not see exact me out
 but see if you for some of

1	2	3	4
1	2	3	4
1	2	3	4
1	2	3	4

Consensus

Miss M... ..

I never did get Hazard back from Banks.
I'm still not sure where exactly we are — our
pay scale is not the same, etc.

December 10, 1969

To: All Faculty and Administration
From: Howard A. Barnett

- Attached are three sections to be added to your Faculty Manual. Please insert them as follows:
1. Student Officers for 1969-70 - Add to Rosters and Calendar section.
 2. Committee of the Faculty - Add to Academic Affairs section.
 3. V. The Honor System - Please remove pages 1B, 2E, 3E and 4E that are presently in your Faculty Manual, and insert the attached three pages on the Honor System.

the AAUP Webster	71
10 " " where it Applm	3
Reduce credits to AAUP	23
Remain trail	2
New AAUP	5

January 2, 1970

To: Members of the Educational Policies Committee
CC: All Members of the Faculty - *Miss Meszard*
From: Dean of Lindenwood College
Subject: Educational Policies Committee Meeting for January 7, 1970

The next meeting of the Educational Policies Committee will be on Wednesday, January 7, in my office. I realize that classes will be meeting on Wednesday of this week but since the times for meeting January classes are more at the discretion of the instructor, I hope a meeting from 9:00 to 11:00 a.m. will not be inconvenient. I will be out of town during the first part of the next week, at which time the Lindenwood College II planning retreats are also scheduled, so it would be difficult to postpone the EPC meeting.

Matters presently on hand for consideration are as follows:

1. Recommendations from EPC Subcommittee on procedures for honorary degrees. (See enclosure.)
2. The Registrar's report on scheduling options looking toward a better use of class times and classroom facilities. (Distributed at the December meeting. Please bring your copies.)
3. Review of policies and procedures for instituting new courses, changing catalog descriptions, and related matters.
4. Review of final examination practices.
5. Report on convocation attendance.
6. Library thefts.

By copy of this letter, all members of the faculty are notified of this meeting and its general content and are requested to get in touch with members of the committee if they have matters to be included or points of view to be expressed.

Howard A. Barnett
Howard A. Barnett

HAB:cs

Enclosures/2 for EPC Members Only

January 2, 1970

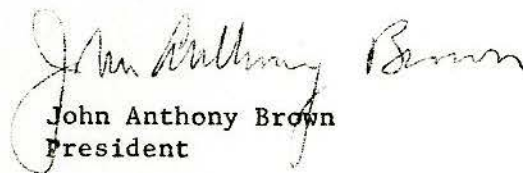
TO MEMBERS OF THE ADMINISTRATION AND STAFF:

When one combines the enrollments of Lindenwood I and Lindenwood II, the fall enrollment for 1969 was a very significant increase--in the area of forty percent--over the previous year's enrollment in Lindenwood College for Women. We have made the necessary preparations for another significant increase in enrollment this fall. In terms of classrooms and laboratories, library, and other facilities, including residence halls available, we can handle a very large new student input. I am calling upon every one of my colleagues--the Vice Presidents of the Colleges, the Deans, the Registrar, the various Directors of operations, secretaries--to cooperate in every conceivable way in a massive effort to support the Admissions Office in its goal for a very large new student input.

All my colleagues should know that we have had an exceptionally fine response to a large mailing made by our Admissions Office to National Merit Scholarship Award runnersup. Working with other colleges which have used similar approaches, we learned that our response is exceptional. We are going to augment the Admissions staff for the early spring months, and we are going to have four open houses on four Saturday mornings in late winter and early spring during which time we all want the college to be active and fully operational. Therefore, it is expected that all administrative offices will be manned for those Saturday morning open houses.

We invite information about any student that any of our colleagues believes is qualified for consideration for admission to The Lindenwood Colleges, and we encourage all our colleagues to join us in what will be a successful effort to not just bring another modest increase into the college, but bring an increase that is commensurate with the facilities and the faculty that we now have available.

I dictate this memo on the last day of 1969 with the feeling that our success in 1970 will depend upon our reaction to the challenge of increased enrollment at The Lindenwood Colleges, and I write in the full confidence that we will meet that challenge.


John Anthony Brown
President

JAB:PJ

P.S. The dates for the open houses are January 17, January 31, February 14, and February 28. Offices should be open from 9:00 a.m. to 1:00 p.m. Equivalent time off will be given, of course, for work done on these Saturday mornings.

Lindenwood College
St. Charles, Missouri

Minutes

Special Meeting of the Faculty of Lindenwood College
January 14, 1970

A special meeting of the Faculty was held in the New Fine Arts Building at 4 p.m., Wednesday, January 14, 1970, with President Brown presiding. Mr. Conover gave the invocation. The items on the agenda were limited to a presentation of a chart showing administrative reorganization and a presentation of a proposed instructional budget with three year projection of costs and student/faculty ratios.

President Brown explained the administrative reorganization, which will be presented to the Board of Directors on January 19. Under this reorganization of Lindenwood College and Lindenwood College II, four administrative officers will report to the President rather than the thirteen who are now reporting to the President.

Dean Barnett explained a three year projection of an instructional budget keyed to enrollment. This was presented as a basis upon which a full budget might be constructed and as a proposal for procedure to be brought to the Board on January 19.

After extensive discussion of these matters, the meeting was adjourned.

Mary Yonker, Acting Secretary

Approved:

Emma Purnell
Secretary of the Faculty

FACULTY MEETING AGENDA

January 21, 1970

9:00 a.m.

New Fine Arts Building

Invocation

I. Minutes of the December 10, 1969 meeting. approved

II. Old Business

Procedures for continuing the work on the constitution.

III. New Business

new Constitution Committee to be drawn up by Norm. Committee

A. Reports and recommendations from the Educational Policies Committee

1. Procedure for the awarding of honorary degrees (see Attachment No. 1). passed

2. Report on the convocation programs and on the operation of the Convocation Committee with statement on Committee practices for the spring term (see Attachment No. 2). passed

3. Other matters under consideration by the Educational Policies Committee:

a. Revised scheduling options *Book
Borrowing
none*

b. Review of procedures for instituting new courses and catalog descriptions

c. Review of final examination practices *exam
must*

B. Progress on the NCA Self-study. *done*

C. President's Report

D. Other New Business

on schedule →

MAT probably not feasible. desirable in future.

Jan term date for filing approved

IV. Announcements

D.W. Adams

Dr. DeWulf - Faculty/Board Committee Report

Others

Could look to reconsideration of 5% adjustment?

The Educational Policies Committee, acting upon the recommendation of the sub-committee on honorary degrees, presents the following procedure for faculty consideration and adoption.

Procedure for Identification of Potential Honorary
Degree Candidates and Baccalaureate Speakers

1. The Committee on Special Academic Programs, under the guidance of its Chairman, should solicit the opinion of both the faculty and the students in regard to possible degree candidates. This might be done, for example, by the Chairman of the Committee sending out mailed notices to the faculty, informing them of the task of the Committee on Special Academic Programs (supplemented by the President and Vice President of the Senior Class, and one senior elected at large) and asking that faculty members submit names of possible candidates to the Chairman by a specified date, perhaps not later than the beginning of the January term. This request might also ask that the faculty member attach a brief endorsing statement or biographical statement of his nominee. All such nominations would be kept confidential by the Committee Chairman--that is, the identity of the faculty member submitting the nomination would not be revealed, either to the faculty at large, the administration or the student body. The student members of the Committee would follow a similar procedure in eliciting opinions from the senior class and the student body at large. Recommendations, however, would come only from the senior class or their representatives on the Committee.
2. Once the Chairman of the Committee and the student representatives have secured a number of nominations, the Chairman would then call a series of meetings to discuss the nominations received from all parties. The Committee would discuss all nominations submitted, the Chairman submitting the necessary biographical or endorsing material. After a suitable period of discussion, the Chairman, at his discretion, would then ask for a secret written ballot from each Committee member, listing, perhaps, three degree candidates and Baccalaureate speakers. The Chairman would then tabulate the votes, and announce the top six nominees. Such announcement, however, would not specify the number of votes each nominee received, or specify that the candidates are listed according to the number of votes they received. The list would simply be a compilation of names about whom the Committee has reached some consensus.
3. Once the Committee on Special Academic Programs has undergone this searching and nomination process and arrived at six names of possible degree candidates and Baccalaureate speakers, the list would be submitted to the President for his approval. The Committee would indicate that they have reached some consensus on these candidates. The President would then submit the names to the Board. In its discussion of possible degree candidates and Baccalaureate speakers the Committee may think it advisable to ask the President to attend one or more meetings to elicit his opinion on the degree nominations.
4. Throughout the entire searching and nomination process, the discussions and decisions of the Committee, together with the list of names submitted to the President, shall be kept confidential. It will be the special responsibility of the Committee Chairman to ensure this confidentiality.

FALL TERM 1969

I. Attendance (Lindenwood College and Lindenwood College II)

507 (out of 555 receiving cards) met the convocation rule
208 attended more than the required number (8 - 12)
35 missed the requirement by as much as 4)
13 missed the requirement by more than 4) 18 of these are L.C. II.
217 was the average attendance at 17 convocations
3617 was the total attendance at all convocations for the term

II. Report from Mr. Bartholomew, Chairman of the Convocation Committee

Present membership: Kathy Duello, Shirley Roper, Linda Williams, Frank Accarrino, Dr. Rechtern, Mr. Bittner, Mr. Wehmer, Mr. Bartholomew. One student member from L.C. II is to be replaced. Miss Nangle is an ex officio member and serves as secretary.

We have found ourselves in a program-planning function, which is beyond our assignment, since some groups who wish to sponsor events do come to us to find convocation approval in advance of spending money. Our feeling at this point is that this is inevitable, and that we should use this as an opportunity to at least influence the scheduling of events. We are under pressure from students to schedule convocations at a variety of times of the day and week, to make the convos accessible to those who work, etc. When groups ask for advance approval, we do seek to influence their choice of time, to bring balance to the overall schedule.

We have found the quality and range of possible events to be very uneven. Sometimes there are a large number, and our task seems to be one of cutting a list down to manageable size; other times we have accepted marginal events to have enough to cover the requirement. However, this problem has not been so serious as to raise any question of whether the requirement was legitimate.

We have found a problem with various groups, including administrators and students, not being concerned for the mechanics of time required for approval and publicity. These have not been problems of "sudden opportunity" so much as they have been cases of persons sitting on information. Again, this is not serious.

Committee Practices for the Spring Term

1. A week's advance notice to permit a face-to-face meeting of the Committee.
2. At least 14 events per long term, distributed as equitably over the weeks of the term as possible. Every effort shall be made to vary hours of day and day of week in selecting events, to minimize the penalty to students who have unusual regular commitments (work, teaching, etc.). (We recognize that for some few students, no schedule can be satisfactory and recommend that the Dean give them individual exemption from part or all of the requirement.)
3. While some event may be added from time to time, we do not anticipate a maximum of more than 16 events per term, and will not add events of unsuitable nature or quality at the end of a term merely to let students "make up" a requirement. It is the students' responsibility to begin meeting the requirement early in the term.
4. The Committee attempts to use criteria of selection which include:
 1. A distribution among various forms and themes of cultural and scholarly interest.
 2. The likelihood that an event will be of broad interest.
 3. The significance or proven artistic merit of the event, so far as any estimate of this is possible in advance.

Lindenwood College
St. Charles, Missouri

Minutes

Meeting of the Faculty of Lindenwood College
January 21, 1970

The regular meeting of the Faculty of Lindenwood College was held in the New Fine Arts Building at 9 a.m., Wednesday, January 21, 1970. President Brown presided. Mr. Conover gave the invocation.

I. Mr. Bornmann moved that the minutes of the December 10 meeting be approved as distributed. The motion was seconded and passed.

II. Old Business

Miss Williams moved that the Nominations Committee submit to the Faculty at the next meeting a slate of candidates for the Constitution Committee to replace those now serving on the committee and that the Faculty vote on this slate, as well as any nominations from the floor, at the next meeting. The motion was seconded and approved.

III. New Business

A. Faculty/Board Committee Report

Miss Williams reported for Dr. DeWulf, Chairman of the A.A.U.P. Committee on Salaries and Tenure, that this committee had met with Mrs. Stockstrom and Mrs. Hall, of the Board's Committee on Faculty and Curriculum, as well as with President Brown and Dean Barnett, prior to the Board meeting on January 19.

After a lengthy discussion President Brown proposed that there be a special meeting at which time the only matter of business would be a review of the budgets for the last three years. At this meeting data will be made available to the Faculty to show the relative priorities that have been assigned to the various categories of budget appropriation. The President appointed John Moore, of the Educational Policies Committee, and Chairman of the Department of Economics, who is also a senior member of the Faculty with tenure, as chairman of the committee to review the budgets and to make the analysis which will be presented to the Faculty. The President, in addition, requested Mr. Moore to choose any other members of the Educational Policies Committee he wishes to work with on this and to make the report to the Faculty. As soon as the necessary information has been gathered, a special faculty meeting will be called.

Mr. Wier suggested that the divisional chairmen meet with the administrative officers frequently and that these chairmen should report back to the faculty, serving as communications people.

B. Reports and recommendations from the Educational Policies Committee

1. Mr. Wier moved the adoption of Procedure for Identification of Potential Honorary Degree Candidates and Baccalaureate Speakers. (Attachment No. 1 of January 21, 1970 agenda.) The motion was seconded and approved.
2. Mr. Konstam moved that the report on the convocation programs and on the operation of the Convocation Committee with statement on Committee practices for the spring term (Attachment No. 2 of the January 21, 1970 agenda) be approved. The motion was seconded and passed.
3. Dean Barnett reported that the following matters are under consideration by the Educational Policies Committee:
 - a. Revised scheduling options
 - b. Review of procedures for instituting new courses and catalog descriptions
 - c. Review of final examination practices.

C. Dean Quehl reported that the North Central Association self-study is proceeding on schedule. He also said that a recommendation, based on the self-study, will be forthcoming from Mr. DeWulf and Mrs. Carpenter within the next few days concerning the M.A.T. program. Preliminary discussion with Mr. DeWulf and Mrs. Carpenter have led to the conclusion that an M.A.T. proposal to the North Central Association should not be attempted this spring.

D. Other New Business

1. Mr. Hood moved that the Faculty authorize the January Term Committee to review January Term independent study projects and to set a deadline for such review. The motion was seconded and passed.
2. Dean Quehl recommended that the Educational Policies Committee look into the matter of incomplete grades and review faculty policy in regard to such grades.
3. Mr. Wier moved that the Faculty grant faculty status to the Director of Admissions and invite him to attend meetings of the Faculty with voice but not vote. The motion was seconded and approved.

E. President Brown expressed appreciation to those who had helped with the open hours on January 17.

The meeting was adjourned.

Approved:

Mary Yonker, Acting Secretary

Emma Purnell
Secretary of the Faculty

January 22, 1970

To: All Faculty Members

From: Committee on Special Academic Programs,
Kenneth Greenlaw, Chairman

Subject: Procedure for Identification of Potential Honorary
Degree Candidates and Baccalaureate Speakers

In accordance with the policy adopted by the faculty at its January 21, 1970 meeting, you are hereby requested to submit to the Chairman of the Committee on Special Academic Programs the names of those persons you would like to have considered for honorary degrees and as Baccalaureate speakers. A brief endorsing statement and/or biographical statement should accompany any nomination you might wish to make.

Please submit nominations no later than February 13, to Box 722.

January 5, 1970

To: Members of the Faculty and Administration
From: The Dean of Lindenwood College
Subject: Additions to the Faculty Manual

Enclosed are additions for your Faculty Manual, which have been revised and updated in accordance with the proposed constitution and recent administrative changes. The different sections have been stapled so that they will remain in the proper order. Please remove the staples when you place each section in the Manual. Use the following outline when inserting the pages:

Index	Insert these three pages in the front of the Manual, following the page that has the Manual No. and name of the person to whom the Manual is assigned.
Academic Affairs Section	Insert pages 1 and 2, and 8 through 22 in the Academic Affairs Section. The section Committees of the Faculty, which is already in your Manual, becomes pages 3 through 7 of the Academic Affairs Section.
Faculty Personnel Procedures and Benefits Section	This is a new section for your Manual. Insert it after the Academic Affairs Section.
Office and Departmental	This is also a new section. Insert it after the Faculty Personnel Procedures and Benefits Section.
General Section	Change the tab on this divider to read "Charters".
Charters Section	Insert the Charter for Lindenwood and Lindenwood II Colleges.

Howard A. Barnett

HAB:cs

Enclosures

Miss Mezgaros

FACULTY MEETING AGENDA

February 11, 1970

9:00 a.m.

New Fine Arts Building

Regular Meeting 9:00 - 10:00 a.m.

Invocation

Mr. Conover

I. Minutes of the January 21, 1970 meeting and the special meeting of January 14, 1970.

II. Old Business

*Bartholomew
Fedy
Sibley
Soda
Came*

A. Report of the Nominations Committee on candidates for a new Constitution Committee.

Mrs. Huesemann

B. Discussion of the manner in which the Constitution Committee should proceed.

III. New Business

A. Report on matters under consideration by the Educational Policies Committee

Mr. Barnett

1. Scheduling options
2. Fractional course limitations
3. Practice for instituting new courses

B. Matters from the floor

IV. Announcements

Special Meeting 10:00 - 12:00 noon

Presentation of information relative to the budget and financial position of the college

Mr. Brown and Mr. Moore

February 25, 1970

Meagars

To: Educational Policies Committee Members and Department Chairmen
From: Howard A. Barnett

AGENDA FOR EDUCATIONAL POLICIES COMMITTEE MEETING

AND JOINT MEETING WITH DEPARTMENT CHAIRMEN

March 4, 1970 - Tower Room of Library

9:00 a.m. - 10:00 a.m. Educational Policies Committee (Department Chairmen are welcome to attend but the business particularly related to their concerns will begin at 10:00 a.m.)

- I. Minutes of February 4, 1970 meeting.
- II. Old Business
 - A. Interpretation of catalog statement on correspondence work. (See page 63.) Mr. Barnett
 - B. Question of the Missouri State history requirement. Mr. Hood
- III. New Business
 - A. The Department Chairmen proposal on final examination practices. Mr. Barnett
 - B. Proposal for a separate area of concentration in Physical Education (see enclosure). Miss Ross
 - C. Proposal for increasing the offerings in business looking toward establishing a department of business (see enclosure). Miss Purnell
 - D. Report on Graduate Record Examination scores for this year's seniors. Mr. Barnett

10:00 a.m. - Joint EPC and Departmental Chairmen Meeting

- I. Minutes of February 18, 1970 meeting.
- II. Old Business
 - A. Final determination of scheduling plan for 1970-71 (see enclosure and note changes in Common). Mr. Barnett and Miss Beale
 - B. Proposals concerning fractional courses. Miss Boyer and Mr. Soda
 - C. Discussion on the Summer Session. Mr. Hood
- III. New Business

Department Chairmen are invited to submit items of business, if possible in advance of the meeting so that the time available can be determined.

cc: All faculty. (By copy of these agendas, the faculty is informed of the content of these meetings and invited to submit subjects for consideration or express their points of view to those who will be in attendance.)

Miss Muszars

January 30, 1970

To: Educational Policies Committee Members
From: The Dean of Lindenwood College

EDUCATIONAL POLICIES COMMITTEE

9:00 A.M. - February 4, 1970 - Roemer 107

AGENDA

- I. Minutes of the January 7, 1970 meeting.
- II. OLD BUSINESS
 - A. Report on scheduling options from Mr. Moore and Mr. Bornmann.
 - B. Proposals for determining the extent of fractional course credits in a degree program. Miss Boyer
 - C. Report from EPC members of information concerning final examination practices.
 - D. Report on current practice for instituting new courses and changing catalog descriptions. Mr. Barnett
- III. NEW BUSINESS
 - A. Review of budgetary information to be presented at the Faculty Meeting. Mr. Moore
 - B. Request for an extra term in Europe for Neva Ellwein; question of Missouri state history requirement. Mr. Hood
 - C. Interpretation of catalog statement on correspondence work; new independent study forms and procedures. Mr. Barnett

cc: All Faculty (By copy of this agenda, faculty members are notified of the meeting and its general content and are requested to get in touch with members of the Committee if they have matters to be included or points of view to be expressed. HAB)

THE CHRONICLE

of Higher Education

Volume IV, Number 7

AAUP'S FACULTY COMPENSATION SCALES FOR 1970-71

Universities and Technical Institutions

	100	90	80	70	60	50	40	30	20*
Professor	\$25,740	\$24,580	\$23,410	\$22,530	\$21,750	\$20,980	\$20,310	\$19,740	\$17,970
Associate Professor	17,990	17,650	17,310	16,890	16,440	15,940	15,440	15,080	14,710
Assistant Professor	14,550	14,150	13,750	13,550	13,350	13,060	12,760	12,580	12,400
Instructor	11,460	11,200	10,940	10,560	10,170	10,030	9,890	9,650	9,410

Liberal Arts and Teachers Colleges

	100	90	80	70	60	50	40	30	20*
Professor	21,580	20,210	18,840	17,890	16,930	16,440	15,950	14,810	13,660
Associate Professor	16,580	15,850	15,120	14,600	14,070	13,600	13,130	12,450	11,760
Assistant Professor	13,540	13,070	12,600	12,220	11,840	11,530	11,210	10,770	10,320
Instructor	10,990	10,620	10,240	10,000	9,760	9,540	9,310	9,010	8,710

Junior Colleges

	100	90	80	70	60	50	40	30	20*
Professor	21,330	19,860	18,390	17,510	16,620	15,890	15,160	14,350	13,530
Associate Professor	18,020	16,900	15,770	15,360	14,940	14,350	13,750	13,010	12,270
Assistant Professor	15,350	14,300	13,250	12,960	12,660	12,170	11,680	11,250	10,810
Instructor	12,910	12,210	11,510	11,050	10,580	10,220	9,850	9,550	9,250

* Compensation figures less than those in the 20 column of the appropriate scale should be rated 20.
NOTE: The rank of instructor should be rated with the instructor's scale.

The standards by which the American Association of University Professors will grade—from 10 through 100—each faculty compensation next year.

AAUP Sets Goals for Faculty Pay in 1970-71; Revises Method of Rating Colleges

By ROBERT L. JACOBSON

WASHINGTON

To earn a top rating from the American Association of University Professors next year, universities will have to pay their full professors an average of \$25,740 or more for nine months. The figure includes fringe benefits.

Liberal arts colleges, teachers colleges, and junior colleges, however, will not have to meet as stiff a standard as universities. (See the table above.)

In establishing its rating scale for 1970-71, the AAUP has substantially revised its method of valuing the annual compensation of college and university faculty members.

The association has replaced its letter-grade scales of average compensation with a numerical rating system for each of three categories of academic institutions.

In addition, the association has eliminated its

scales of minimum compensation.

In explaining the new approach, the AAUP's Committee Z on the economic status of the profession said the existing scales had "lost much of their ability to discriminate between compensation levels at different institutions."

It was no longer possible to learn much from the scales about an institution's "relative competitive position," the committee said.

The new system is designed to provide more detailed information about compensation at individual institutions, and by rating them more precisely—on a 10-step scale.

Under the current standard, institutions are given one of eight letter grades, from AA to G, for their average and minimum levels of compensation (salary plus fringe benefits).

In addition to using a 10-step scale, the new system will take account of nationwide economic trends, following a recommendation

by the AAUP's last annual meeting that its annual surveys emphasize a "cost-of-living adjustment."

For 1970-71, this has been done by basing the new scales on 1968-69 survey data compounded at an annual rate of 8 per cent for two years. The 8-per-cent rate reflects the latest-known rise in per capita personal income, according to government sources.

Committee Z's chairman, William J. Baumol, a professor of economics at Princeton University, said this had the effect of making the scales responsive to increases in both prices and productivity.

He said the committee was studying another recommendation that the surveys somehow compare academic compensation levels with those in other learned professions.

The changes made so far were worked out

Continued on Page 2, Column 3

AAUP Sets New Goals for Faculty Pay; Changes Method of Rating Colleges

Continued from Page 1

by Committee Z after discussions with an advisory group of the Association of American Colleges. They have been approved by the AAUP's council, its policymaking body.

The new system provides 12 lines of comparative information against which colleges and universities will be graded for their average compensation.

Standard levels of compensation are given at each point on the 10-top scale for professors, associate professors, assistant professors, and instruc-

tors in each of three institutional categories.

These categories are universities and technical institutions, liberal arts and teachers colleges, and junior colleges.

Committee Z said a major criticism of its annual survey, which was begun in 1958-59, was the use of a single scale that "attempted to include under one classification many basically incomparable institutions."

Designed for Each Category

Under the new format, it said, the rating scale for each institutional category will be "designed especially for that category."

In consultation with the advisory group from the Association of American Colleges, the AAUP also has decided on a number of changes in the collection and publication of its data:

► Instead of publishing only a grade and the number of faculty members by rank for each institution, it hopes to report the actual average compensation figures, by rank, as well.

► It no longer will publish the overall average compensation figure for an institution, but will give three figures—for the highest quartile, the median, and the lowest quartile.

Committee Z termed the overall figure "highly questionable." Mr. Baumol said it was often misleading because it covered all faculty members regardless of rank and could therefore be influenced considerably by a concentration of faculty members at a

particular rank, such as full professor.

► The AAUP will report each institution's "announced minimum salary by rank" and any failure to pay an individual according to that minimum.

► It will report fringe benefits as a percentage of average compensation for each rank.

► It hopes to publish information about individuals' salary increases "in order to judge how much it costs their institution to raise its average payment for each rank."

THE CHRONICLE OF HIGHER EDUCATION

Published weekly from the fourth week in September through May and other four weeks from June through the third week in September; at 395 East Wagon, Lancaster, Pa. 17601, on the Thursday preceding the date of each issue. Second-class postage paid at Lancaster, Pa., and at additional mailing offices. Subscription, \$15.00 per year in the United States and Canada; rates to other countries on request. Single copy, 50 cents. Copyright © 1969 by Editorial Projects for Education, Inc. Printed in U.S.A.

Main Editorial and Business Office:
Executive, Programs and Services, Inc.
3301 North Charles Street, Baltimore, Maryland 21218
Telephone: (301) 366-1777

Washington News Service
Editorial Projects for Education, Inc.
One Elmwood Circle, N.W., Washington, D.C. 20004
Telephone: (202) 232-2321

REPORT TO THE FACULTY ON ADMINISTRATIVE BUDGET

PROPOSAL FOR INSTRUCTIONAL PROGRAM TO THE BOARD OF TRUSTEES

(Note: These, for obvious reasons, cannot be the final figures since this is not the budget itself. It should rather be considered the basis upon which we think we could build a budget to support the kind of program Lindenwood College should have.)

Optimum Instructional Program--three year projection of costs and student/faculty ratios:

1969-70:	\$690,627	(54)	1/11	1970-71:	\$774,571	(59)	1/13	(800 enr.)
				1971-72:	\$921,421	(69)	1/14	(950 enr.)
				1972-73:	\$995,981	(71)	1/14	(1000 enr.)

Stages of Goal-realization by Enrollment - 1970-71: (Optimum program at 750)

Enrollment (LC I & II)	<u>650</u>	<u>700</u>	<u>750</u>	<u>800</u>
Income differential	-216,000	-108,000	0	+108,000
Deficit	459,000/250,000	351,000/243,000	243,000	135,000
Program reduction	All but key new pos. and prog. adj.-- \$ 41,000	All but key new pos.-- \$32,000	none	none
Across the board increases	yes	yes	yes	yes
Gift and grant increase over budget -- \$145,000	+\$100,000	+\$57,000	--	--
Admin., services, aid adjustment	-\$68,000	-\$19,000	--	--

March 9, 1970

Miss Mezgaros

To: Members of the Faculty
From: American Studies Proposal Committee

The proposal for an American Studies Program will be brought before the three divisions of The Lindenwood Colleges for consideration on Wednesday, March 18.

A copy of the proposal drafted by the committee is attached for your information and study. The committee welcomes comments and constructive suggestions regarding the prospective program. It would be most helpful if you would submit your comments by Friday, March 13, in order that the committee might review them prior to the division meetings.

W. Dean Eckert
Committee Chairman

Comments on proposal for an American Studies Program:
(Please return to P.O. Box 732)

*200's - No prerequisites
300's - Prerequisites*

"Let's pretend"

PROPOSAL FOR AN AMERICAN STUDIES PROGRAM

I. Definition of American Studies:

American Studies is a composite study which, drawing upon related academic disciplines, treats the major intellectual ideas and creative expressions in America from the colonial era to the present.

II. Prefatory Remarks:

The need to determine the scope and character of an American Studies program proved to be central to the development of a curriculum. An initial survey of courses currently in the Lindenwood Colleges catalog revealed a multitude of courses which had some bearing on the general theme of American Studies. It rapidly became apparent, however, that a broad program which lacked a central theme or nucleus of courses would not be particularly valid in terms of a meaningful educational experience. Further consideration of the problem suggested that a viable approach to American Studies would be to place the focus on those ideas, current at varied epochs in American history, which were the motivating forces in the fostering and the expression of intellectual and creative life in America.

In keeping with this format, a nucleus of courses was developed around three subject areas: American History¹, American Literature and American Fine Arts. Courses from each of these disciplines are designated as requirements for the area of concentration; the content of these courses is such to provide the student with a knowledge of American culture from the colonial period to the present.

The program provides to the student the opportunity for electives in a number of related fields which will give the necessary measure of breadth to the American Studies curriculum. In designating those courses to be included among the electives, the following criteria were applied: (1) the content of the course is significantly American in character, and (2) the course lends itself to interdisciplinary studies.

The concern with providing a synthesis of the varied experiences in American Studies is taken care of in two ways: (1) a required Seminar in American Studies, normally taken in the fall term of the senior year, which will serve as a capstone to the curriculum, and (2) the parallel scheduling of courses so that more than one course treating a common period in American life or a common problem might be taken by the student simultaneously with provision for interdisciplinary discussion.

¹ Courses in American Intellectual History are not now offered; it is the intent to include such courses within the requirements when these courses are introduced.

III. Curriculum for an Interdivisional Area of Concentration in American Studies

Both the B.A. and B.S. degrees are offered for the concentration in American Studies.

Ten courses are required for an area of concentration in American Studies; these ten courses are designated in category I below. Additional electives, numbering from one to six, may be selected from category II below. A total of 16 courses in American Studies may count toward the graduation requirement of 36 courses.

I. (Ten courses required)

- 2 courses: English 231: American Literature I
English 232: American Literature II
- 2 courses: Art 359: American Art I
Art 360: American Art II
Art 362: Twentieth Century Art II
- 1 course¹: History 209: Colonial and Revolutionary America
- 1 course: History 211: Civil War and Reconstruction
History 213: The Gilded Age and the Coming of Reform
- 1 course: History 219: The Growth of Modern America
History 214: Diplomatic History of the U.S. since 1900
- 1 course: Political Science 244: American Political Thought
- 1 course²: Seminar in American Studies
- 1 course: Communication Arts 180: Mass Communication in Society
Religion 100: Religions in America
Economics 204: The Economics of Poverty
Sociology 201: Majority-Minority Problems

II. (One to six electives)³

- Comm Arb 175 History of Theatre III*
- English 246: Black Literature
- English 275: Seminar in Selected American Authors
- Education 140: Urban Education
- History 320: The Black American
- History 360: The West in American History
- Political Science ____: The American Presidency
- Sociology 308: Sociology of Metropolitan Regions
- Sociology 324: Sociology of Religion
- American Studies ____:² Independent Study in American Studies
- A second Seminar in American Studies

Courses in category I which have not been used to fulfill the concentration requirement of ten courses.

Art 327(J) - Architectural Sites & Museum in Eastern U.S.

*Dr. Galvez's suggestion
"American Philosophers"*

¹ A history course, the Constitution and the Early Republic, when added to the college curricula, will be an alternative offering to History 209.
² Proposed new courses.
³ It is recognized that the list of elective courses will be expanded as new courses relevant to American Studies are added to the college curricula. New courses suggested by the committee include The Impact of Technology on American Life and The History and Development of Music in America.

IV. Recommendations for Implementation of Program in American Studies:

1. The interdivisional area of concentration in American Studies be offered in the fall term, 1970-71.
2. A director of American Studies assume the role of coordinating the program and supervising the advising of students who wish to pursue a concentration in American Studies.
3. The establishment of a committee or council on American Studies to be comprised both of faculty teaching American Studies and of students enrolled in the program.
4. Approval of two courses bearing the title of American Studies:

American Studies _____: Seminar in American Studies

A seminar for majors based upon a selected topic (or topics) which will be considered from an interdisciplinary point of view. The course is designed to provide a synthesis of concepts drawn from the varied disciplines within the American Studies curriculum.

American Studies _____: Independent Study

American Studies Proposal Committee

Stanley Caine H
 Craig Carlson E
 Kevin Day ✓
 W. Dean Eckert A
 (Chairman)
 Janet Francois ✓

Jean Fields E
 Stephen Gannon ✓
 Q. T. Hughes ✓
 Peter Salamon ✓
 Robert Yuna

Pol. Sci ?
 Soc ?
 Rel ?
 Econ ?

Interdisciplinary (Committee) -
 4 trays -
 1. Council undergo scrutiny to establish
 2. Council formed within same term - be subject to scrutiny
 3. Joint term could be used effectively
 4. Team-teaching (not feasible now)
 5. Seminar in Amer. Studies

Miss Mesyars

FACULTY MEETING AGENDA

March 11, 1970

9:00 a.m.

New Fine Arts Building

Invocation

I. Minutes of the February 11, 1970 meeting.

II. Old Business

- A. Report on the January retreat for students, faculty, and administration. Mr. Quehl
- B. Review of plans for North Central Association visit on March 23 and 24. Mr. Quehl

III. New Business

- A. Reports and proposals from the Educational Policies Committee. Mr. Barnett
 - 1. Proposal for an area of concentration in Women's Physical Education. (Enclosure No. 1) *passed*
 - 2. Proposal for an area of concentration in Business Administration. (Enclosure No. 2)
 - 3. Proposal to drop the speech proficiency requirement (page 82 and 121 of the catalog) and add CA 132, Effective Speaking, as a divisional elective. *passed*
(Enclosure No. 3)
 - 4. Proposal to offer Math 161S and Biology 105S (new divisional electives) during the summer. *passed*
(Enclosure No. 3)
 - 5. Report on the clarification of final examination procedures. *failed*
(Enclosure No. 4)
 - 6. Report on the change of Math 290 to Science 290.
 - 7. Report on scheduling change for next year. (Enclosure No. 5)
- B. Nominations for members of the 1970-71 Nominations Committee. Mrs. Huesemann *{ Ebest
Boyer
Caine*
- C. Black Studies Media Bank. Mr. Mueller and Mr. Carlson (Blue enclosure)

IV. Announcements

SPECIAL MEETING OF THE FACULTY
10:30 a.m. - 12:00 noon

Committee of the Whole on the Constitution

- A. The idea of the Constitution. Mr. Caine
- B. The relationship of Constitution and By-laws. Mr. Bartholomew
- C. Presentation of Questionnaire on Issues and Forms of Faculty Participation. Mr. Feely

Lindenwood College
St. Charles, Missouri

Minutes

Meeting of the Faculty of Lindenwood College
February 11, 1970

The regular meeting of the Faculty of Lindenwood College was held in the New Fine Arts Building from 9 a.m. to 10 a.m., with a special meeting following from 10 a.m. to 12 noon, February 11, 1970. Dean Barnett presided in President Brown's absence. Mr. Conover gave the invocation.

- I. Mr. Doherty moved that the minutes of the January 21 meeting and the minutes of the special meeting of January 14 be approved. The motion was seconded and passed.

II. Old business

- A. Mrs. Huesemann, Chairman of the Nominations Committee, reported that the following names are presented by the Nominations Committee for election to the Constitution Committee. Five persons are to be elected to the committee.

John Bartholomew
C. Eugene Conover
James Feely
Lynnewood Martin
Agnes Sibley
Dominic Soda

Mrs. Huesemann also reported that Miss Sibley and Mr. Conover have indicated that, if elected to the committee, they will be able to serve for the remainder of this year only.

The following person was nominated from the floor:

Stanley Caine

Mr. Greenlaw moved that nominations be closed. The motion was seconded and approved.

Mr. Martin requested that someone be appointed in his place as teller since he is one of the candidates. Mr. Bittner was so appointed.

Voting by ballot indicated that the following will serve on the Constitution Committee:

John Bartholomew
Stanley Caine
James Feely
Agnes Sibley
Dominic Soda

- B. After discussion of the manner in which the Constitution Committee should proceed, Mr. Konstam moved that the Constitution Committee hold an initial meeting to draw up some philosophies and options in regard to the constitution. These statements should then be presented to the faculty for discussion. The motion was seconded and passed.

III. New business

- A. Dean Barnett reported that the following subjects are under consideration by the Educational Policies Committee, and that there will be a meeting of departmental chairmen at which time these, as well as others, will be discussed:

1. Scheduling options
2. Limitations on use of fractional courses
3. Review of current practice for instituting new courses

B. Other items

1. Dean Quehl expressed appreciation to those who had had a part in preparing the North Central report.
2. Mr. Hendren requested that the subject of summer school courses be included in the agenda for the meeting of departmental chairmen.
3. Mr. Greenlaw announced that the Committee on Special Academic Programs would meet soon and said that the committee would appreciate having nominations from the faculty for honorary degree candidates and baccalaureate speakers.
4. Mrs. Carpenter requested the faculty have a report at a later date from those who were at the retreat February 6-7. Mr. Bornmann suggested the report should include data from the Institutional Research Committee which was presented to those at the retreat.

The regular meeting was adjourned, and after a short recess the special meeting of the faculty was held. Dean Barnett turned the meeting over to Mr. Moore, who presented and explained the budget and financial information attached to the agenda. There was a lengthy discussion of the information presented, as well as the importance of recruiting a large freshman class without lowering admissions standards.

At the conclusion of the meeting a request was made that a discussion of the use of student assistants be held at the next faculty meeting, and that registration of returning students be scheduled before spring vacation.

The special meeting was adjourned.

Approved:

Mary Yonker, Acting Secretary

Emma Purnell
Secretary of the Faculty

Someones asked

PROPOSAL FOR AN AREA OF CONCENTRATION IN WOMEN'S PHYSICAL EDUCATION
WITHIN THE DIVISION OF NATURAL SCIENCES AND MATHEMATICS

As a result of the North Central Self-Analysis Report presented by the Physical Education majors, the strongest suggestion has been that Physical Education become a separate area of concentration. Their feeling regarding this matter is one of concern over the large number of courses in Biology in the present arrangement by which Physical Education students take their area of concentration in Biology. They feel the six additional courses they must take in Biology are irrelevant to their preparation for teaching Physical Education.

We as a department have given this careful consideration. We feel that the present area of concentration does not comply with the philosophy of Lindenwood College expressed in part as follows:

"The calendar and curricula make it possible for each student to construct a personal learning program which is related to the individual's own vital concerns."
(Quoted from page two, last sentence under Academic Programs, 1969-71 Catalog.)

There are required at present:

- 9 courses in Biology
- 2 courses in Chemistry
- 9 courses in Physical Education
- 7-12 courses in General college requirements for B.S. or B.A. degrees
- 6 courses in Education

33-38 courses required for graduation.

These rigid requirements leave little or no room in the present Physical Education program for students to construct a personal learning program.

We therefore propose for the 1970-71 academic year that Physical Education become a separate area of concentration within the Division of the Natural Sciences and Mathematics offering either a B.S. or a B.A. degree.

PROPOSAL FOR AN AREA OF CONCENTRATION IN BUSINESS
ADMINISTRATION WITHIN THE SOCIAL SCIENCES DIVISION

1. To change the name Secretarial Institute to Department of Business Administration, which seems more descriptive and appropriate, especially now that Lindenwood II has been added.
2. To have a subject-area of concentration in the Social Science Division leading to the Bachelor of Arts or the Bachelor of Science degrees with
 - a. an interdisciplinary subject-area in Business Administration with the Mathematics Department.
 - b. an interdisciplinary subject-area in Business Administration and Secondary Education.
 - c. a subject-area in Business Administration, with emphasis in another subject-area in one of the three Divisions, such as English, History, etc.
3. To receive credit for the typewriting courses toward the 36 courses required for graduation.

Proposal from Communication Arts Department and Humanities Division

CA 132, Effective Speaking

A practical course combining traditional approaches to speaking and the newer theories of communication. Application of techniques for both informal and formal speaking will be emphasized.

Proposal from Natural Sciences and Mathematics Division

Biology 105S, Modern Biology

This course provides understanding of basic biological processes and principles. The approach is analytical and searches for the common foundations on which all living events are ultimately based. Inasmuch as such foundations are revealed by modern research, the approach is also experimental; and to the extent that the foundations can be shown to have a biochemical basis, the approach is oriented toward what has come to be called "molecular" biology.

Math 161S, Basic Ideas of Calculus

An intuitive introduction to the main ideas of calculus and their application.

Final Examination Practices

At the meeting of the department chairmen last month, the faculty-initiated policy of requiring all classes to meet on the day scheduled for final examinations was reaffirmed and the following implementation of the policy recommended:

In all classes in which final examinations are given, the day scheduled for the examinations shall be adhered to. In those classes in which the instructor feels an examination to be inappropriate or in which he wishes to use another method of concluding the work of the course, the day scheduled for the final examination shall be the final meeting of the class itself. The instructor may make whatever use of the time he wishes but he should not dismiss the class just because a final examination is not given nor hold the class for a time in which nothing is done.

Evening classes and fractional courses which are not part of the final examination scheduling shall use the last regular class meeting time for the examination if one is given.

The reason for the policy as stated above is to avoid the confusion caused when several practices are followed and to save faculty members who do give examinations (a large majority) from the pressures which students apply when they think they can go home early because only some of the examination times are being observed. The practice indicated will also remove the inconsistency of last fall's procedure when students who did not have final examinations were required to meet a class even when there was nothing to do. Instructors should inform their students of the fact that the final examination day is a regular part of the course.

7-9:30
12
2:15
24
3
27 hrs. of classes
evening

50
4
200
60/200 3:20

12
3:20
36 = 37 hrs. of classes
regular

SCHEDULING CHANGE

At a meeting of the Department Chairmen and Educational Policies Committee, the following scheduling plan was adopted for the academic year 1970-71:

	Monday	Tuesday	Wednesday	Thursday	Friday
8 a.m.					
9 a.m.					
10 a.m.	LCC		LCC	LCC	
11 a.m.	LCC		LCC	LCC	
12 a.m.			FREE		
1 p.m.					
2 p.m.					
3 p.m.					
4 p.m.					

The shaded areas indicate vertical scheduling, and the plain areas indicate horizontal scheduling.

A PROPOSAL

BLACK STUDIES MEDIA BANK

No multi-media collection for Black Studies exists in Missouri and no Black Studies program, however carefully planned and staffed, can succeed without one. The base from which an absorbing, complete program can be built is a collection of books, films, tapes, records, film strips, and videotapes related to the various events, movements, and philosophies of Black Americans from Early America to the present. Black consultants have already published bibliographies on the basic materials necessary to establish such a media center; thus the essential research has already been done.

The program will be concerned with collecting important basic materials from existing sources, initiating original research by students in the Consortium colleges, collecting and cataloguing materials in all media, and coordinating with the colleges in the Consortium to ensure effective distribution of the collection.

The first step of the program will be to preview and acquire films, filmstrips, slides, tapes, and videotaped materials from National Educational Television, commercial publishing houses, network radio and television, and other sources. These will be the "core" acquisitions; their subject matter will be a comprehensive cross-section of black content for the humanities and social sciences. These initial acquisitions will then be catalogued and edited, with student and faculty assistance, into media packages which can then be fed into the lecture courses of many academic disciplines. A lecture outline and syllabus for discussion and teacher/student involvement will accompany each media package. Selected film offerings will be made available to the Consortium colleges during the latter half of the 1970 Spring semester; the more complete media packages would be available for the 1970 Fall semester.

One of the functions of the Media Bank will be the encouragement of original research within Missouri by students in all disciplines. For example, sociological studies could include taped interviews with people on various socio-economic levels whose views conflict. Rich materials for psychological research exist in the urban and rural areas of the state. In addition, the on-going Black movement in Saint Louis and Kansas City should be recorded on film and tape as leaders and philosophies change or fall and new ones evolve. The Black Arts movement in the urban areas is also of value and should be investigated. Thus the Media Bank could be a rich repository for historical research as information from students within the Consortium flows into it; and the media materials coming into the Media Bank could then be translated into effective media packages for introduction into existing academic course-work.

The proposed Media Bank would be located at the Lindenwood Colleges to take advantage of the growing facilities of the Communication Arts Department of that institution; adequate space for the Media Bank is available. ? The expressed willingness of the faculty and students of that department to contribute their services to the project enhances its chances for success. Within the Communication Arts Department are AM and FM radio stations, film and video equipment, darkroom facilities, and equipment to reproduce and edit tape.

In addition, a workshop should be organized within the Media Bank to familiarize and train instructors from member colleges in the use of the materials. The personnel capable of instituting such a program are now in the colleges and no additional consultants will be necessary at this time. The SCC Teaching Resource Development budget would be more than adequate to acquire the core materials and begin to finance the future operations of the program; if properly organized, the potential for federal funding is also quite high.

Report of an action by the ad hoc committee on the Department of Business - March 17, 1970

The following motion was passed and is sent on to the divisional meetings scheduled for March 18, 1970.

That a department of business be created within the Division of the Social Sciences. The Department of Business would offer an area of concentration in business, built around a selected core of courses, with offerings from other departments such as Psychology, Sociology, Economics, and Mathematics. The first authorized degree with a concentration in business would not be granted until 1972. The functioning and program of the Department of Business would be evaluated by the EPC at the end of the 1970-71 academic year and a decision made as to the continuation of the department and further implementation of its program.

"Business Administration"
or
"Business"

Principles } of selection
theory }

M E M O R A N D U M

TO: All Administrative Offices, Faculty and
Staff Members

March 18, 1970

FROM: John Anthony Brown

The question has again been raised by the incident surrounding the accident on Tuesday night when two small boys were playing on the freight elevator in Roemer Hall--who has the authority to ask people to leave the campus?

I believe it is very important that college policy be clarified on this issue so that there is no misunderstanding of the role of each of us.

We do not want to tell parents who are enrolled here for classes that they may not bring their children with them into the buildings.

I do not believe that it is necessary to ban all persons from the campus except those who are enrolled in classes. In fact, our agreement with the Post Office Department requires that public access to that facility be permitted.

We can, however, stop and question anyone who appears to be doing something that is hazardous to themselves or to others. The approach should be polite, but firm. Questions such as "May I help you?", "Who are you with?", "For whom are you waiting?" will generally determine the legitimacy of the individual's presence on the campus without offending. If the person has no valid reason for being in a particular building, any employee of the college has the right to request that the individuals leave the building and/or the campus.

If someone has a valid reason for being on campus, but is behaving in a manner which endangers personal or public safety, then any employee of the college has the authority and the responsibility to request that the particular behavior be stopped. If you meet with resistance and need help, you should contact a security guard or an officer of the college.


The official policy of the college, which students are bound to accept as a condition of their enrollment here, reflects the fact that all students have identification cards and are required to produce them on request:

"Request for Identification. Certain members of The Lindenwood Community are authorized to request students to identify themselves when, in the opinion of those authorized, identification is necessary for the protection of academic freedom or individual rights, the security of personal safety, or campus property. Members so authorized include administrative officers, members of the faculty, and campus security guards. Request for proper identification shall be conducted according to two guidelines:

1. Members of the community so authorized to request identification shall first reveal their own identification, hence authority.

2. Authorized members of the community may thereafter request that the individual or person presumed to be a student of The Lindenwood Colleges present and/or turn over his personal I.D. card. Students of The Lindenwood Colleges shall comply with this request. Should the student believe the request is unreasonable, he may later file his complaint with an appropriate administrative or student officer, but he shall comply with the initial request."*

FINALLY: In case of accident requiring ambulance service, the Health Center recommends that you call Baue Ambulance Service at 724-0073. The efficiency of their new equipment and personnel is superior.


John Anthony Brown
President

JAB:PJ

*Statement taken from INTERIM POLICY ON PRESERVING ACADEMIC FREEDOM, INDIVIDUAL RIGHTS, AND PERSONAL SAFETY AND PROPERTY AT THE LINDENWOOD COLLEGES

Meszaros

March 20, 1970

To Members of the Faculty

From the Dean of Lindenwood College

This note is a reminder to you of the very important Special Faculty Meeting, to be held in the New Fine Arts Building, Monday afternoon, March 23, at 4:00 p.m.

The Chairman of the North Central team has requested this meeting with the faculty and it is imperative that everyone be in attendance. If you have a class scheduled at that time, please make arrangements to have the class cancelled, or to have a student assistant take over for you.

Howard A. Barnett

LINDENWOOD COLLEGE CAMPUS TELEPHONE DIRECTORY

ROEMER HALL	- Dean of the College	24
	Business Manager	22
	Dean of Students	23
	Supervisor of Plant Operations & Maintenance . .	28
	Post Office and Bookstore	56
	Day Students Room	65
	Second Floor	26
	Third Floor West	27
Third Floor East	25	
AYRES HALL	- Office - First Floor	33
	Second Floor	34
	Third Floor	35
	Director of Food Service	36
	Kitchen	43
	Storeroom	52
BUTLER HALL	- Office - First Floor	30
	Second Floor	31
	Third Floor	32
	Physical Education Office	54
COBBS HALL	- Office - First Floor	62
	Second Floor	63
	Third Floor	64
	Tea Room Kitchen	38
IRWIN HALL	- Office - First Floor	47
	Second Floor	48
	Third Floor	49
McCLUER HALL	- Office - Second Floor	29
	First Floor	45
	Third Floor	58
NICCOLLS HALL	- Office - First Floor	44
	Second Floor	41
	Third Floor	42
SIBLEY HALL	- Office - First Floor	37
	Second Floor	46
	Third Floor	39
FINE ARTS BUILDING	- Terrace Floor	40
	First Floor	50
	Second Floor	51
LIBRARY	- Terrace Floor	66
	First Floor	53
MAINTENANCE SHOPS	- Carpenter Shop	55
	Filter Room	57
	Terminal Room	68
	Boiler Room	20
STABLES	59

LINDENWOOD COLLEGE TELEPHONE DIRECTORY

	OFFICE	RESIDENCE
President of the College	RA4-4731	RA4-0727
Dean of the College	RA4-4730	RA4-0676
Business Manager	RA4-2165	RA4-6090
Development Office	RA4-5980	
Dean of the Chapel	RA4-0998	RA4-0697
Dean of Students	RA4-6460	RA4-9056
Director of Admissions	<u>RA4-4015</u>	Y05-0802
Registrar	RA4-0998	RA4-9056
Assistant to Business Manager	RA4-6728	RA4-1142
News Bureau	RA4-3961	
Alumnae Secretary	RA4-3961	RA4-5066
Publications and Counselor	RA4-5300	
Director of Social Activities	RA4-6915	RA4-5066
Director of Food Service	RA4-5383	RA3-1384
Supervisor of Plant Operation & Maintenance	RA4-2133	RA4-2904
Staff Lounge	RA4-3105	
Art Department	RA3-0707	
Education Department	RA4-0998	
Home Economics Department	RA4-5394	
Modern Language Department	RA3-2282	
Music Department	RA4-8122	
Radio Station KCLC	RA4-6102	
Library	RA4-5744	
Nursery School	RA4-3700	
College Chapel	RA4-6685	
Health Center	RA4-4803	
Boiler Room	RA4-3960	
Stables	RA3-0684	
Tea Room	RA4-6332	
Physical Education Department	RA4-3962	

STUDENT RESIDENCE HALLS

Ayres Hall	RA4-3200
Butler Hall	RA4-6919
Cobbs Hall	RA4-5804
Irwin Hall	RA4-6918
McCluer Hall	RA4-7060
Niccolls Hall	RA4-6917
Parker Hall	RA3-1346
Sibley Hall	RA4-6916

COIN TELEPHONES

Ayres Hall...RA4-9750	Irwin Hall.....RA4-9718	Parker Hall...RA3-9545
Ayres Hall...RA4-9758	Irwin Hall.....RA4-9744	Parker Hall...RA3-9549
Ayres Hall...RA3-9436	Irwin Hall.....RA3-9488	Parker Hall...RA3-9544
Butler Hall..RA4-9719	McCluer Hall....RA4-9827	Parker Hall...RA3-9547
Butler Hall..RA4-9747	McCluer Hall....RA4-9828	NEW Parker Hall...RA3-9546
Butler Hall..RA3-9455	McCluer Hall....RA4-9829	Parker Hall...RA3-9548
Cobbs Hall...RA4-9713	McCluer Hall....RA3-9499	Sibley Hall...RA4-9717
Cobbs Hall...RA4-9748	Niccolls Hall...RA4-9703	Sibley Hall...RA4-9765
Cobbs Hall...RA3-9530	Niccolls Hall...RA4-9711	Sibley Hall...RA3-9444
Cobbs Hall...RA3-9473	Niccolls Hall...RA4-9716	Roemer Hall...RA4-9734
	Niccolls Hall...RA3-9459	

2nd fl.
3rd fl.

March 26, 1970

Mezgeros

To All Members of the Faculty

From the Dean of Lindenwood College

The Educational Policies Committee will meet on April 8, at the regular time, in Dean Barnett's office. The Faculty Meeting will moved to April 15.

The agenda for the Educational Policies Committee will be in your mailboxes soon. It is recommended that if there are any matters that should be brought to the divisions before the EPC, that you call divisional meetings prior to April 8.

Howard A. Barnett

To: Mr. Harig

DATE 19 March

FROM: Stephanie A. Meszaros

Perhaps this not a practical suggestion. However, it (the suggestion) occurred to me while listening to the weather forecast this morning and then seeing the suspicious-looking clouds. (Also yesterday was the 45th anniversary of the tri-state killer tornado.)

Would it be at all possible to have some sort of an alarm siren system hooked to or keyed to the public alarm siren, so that, when an alarm for a tornado, etc. is sounded, everyone on campus knows? I recall that the first year that I was at Lindenwood, there was such an alarm sounded. The public alarm sounded but I had no idea it was going, as I could not hear it here in the Library. I knew about it only when Mr. Hendren came in and suggested that I warn all the students to go to the basement areas of the Library. If there had actually been a tornado, his warning probably would have been too late. It was audible in Roemer Hall, as the instructors sent their classes to the lower level.

Now that the Library is completely closed, it would probably be even more difficult to hear the public siren than it was at the above-mentioned time, when the windows were all open. I would presume that this is true in several of the air-conditioned buildings.

Mrs. Blodgett also related to me that on one occasion last year, when the public alarm was sounded, she could not hear it in her home which was rather near a siren. Could it be that wind-direction, etc. affects its audibility? If so, shouldn't we have a system of our own to protect the many persons we have in this community?

I realized before sending this note that this is an expensive suggestion and, also that plans may already be afoot for such a system. But I still feel that I must make it, especially as tornado season is upon us. *Stephanie Meszaros*

Miss Mayaras

April 3, 1970

To: Members of the Educational Policies Committee
CC: All Members of the Faculty
From: The Dean of Lindenwood College
Subject: Educational Policies Committee Meeting for April 8, 1970

Agenda for the Educational Policies
Committee Meeting - April 8, 1970
Dean's Office

- I. Minutes of the March 4, 1970 meeting.
- II. OLD BUSINESS
 - A. Reconsideration of final examination rule for certain courses. Mr. Barnett
 - B. The American Studies Program. Mr. Conover
- III. NEW BUSINESS
 - A. Recommendations from the Council on Teacher Education. Mr. DeWulf
 - B. Discussion of college reorganization chart. Miss Sibley
 - C. Instruction in use of the library. Miss Ambler (Attachment No. 1)
 - D. The Senior Synthesis for next year. Mr. Barnett
 - E. Reports from divisions. Division Chairmen

(By copy of this agenda, the faculty is informed of the content of this meeting and invited to submit subjects for consideration or express their points of view to those who will be in attendance.)

Mezard

FACULTY MEETING AGENDA

April 15, 1970

9:00 a.m.

New Fine Arts Building

Regular Meeting 9:00 - 10:30 a.m.

Invocation

Mr. Conover

I. Minutes of Regular Meeting of March 11 and Special Meeting of March 18

II. Old Business

A. Final Examination Procedure.

Mr. Barnett

B. Report of actions of the divisions on the Business Administration proposal and subsequent actions.

Mr. Barnett

Name -> Business Institute

C. Educational Policies Committee statement on channeling of proposals for the faculty.

Mr. Barnett

III. New Business

A. Two recommendations from the Student Association of the women's college

1. Proposal for final examination waiver for seniors *passed*
(Attachment No. 1)

2. Proposal for student representation at faculty meetings

B. Reports and recommendations from the Educational Policies Committee

1. American Studies Proposal (Attachment No. 2) *passed*

Mr. Conover

2. Changes in the Teacher Education Program

Mr. Moore

Student Teacher proposal - Tabled

3. Senior Synthesis for 1970-71 *passed*

Mr. Barnett

4. Other matters from the Educational Policies Committee

Mr. Barnett

C. Faculty Secretary and Student Assistants *Passed*

Mr. Barnett

IV. Announcements

Mr. Carlson - Video-tape installation

Mr. Hood - Honors Day

Others

May 13 10a.m.

Special Meeting - 10:30 - 12:00 noon

Presentation by the Constitution Committee

Mr. Feely

*Wisdom
Compassion
Understanding*

proposal

PROPOSAL FROM THE SENIOR CLASS

We, the Seniors of Lindenwood College, propose to the Administration and the Faculty of the same, the adoption of the following procedure in regard to final examinations:

It is our proposal that second semester graduating Seniors be exempt from final examinations in accordance with the following stipulations:

- a. In order to take advantage of this privilege, the individual student must have a grade point of 3.0 or above in the course in question.
- b. The instructor has the option to require a ^{final} [second] semester graduating Senior to write the final examination if that instructor feels it to be to the [advantage] of the student in question.
- c. Any second semester graduating Senior may take the final examination.

We, the Seniors, offer the following evidence as supportive argument for the preceding proposal. Having successfully completed four years of college, we feel we have the right to assume at least one responsibility not available to underclassmen. We look upon this proposal as a Senior privilege.

If given this privilege, the student would be motivated to work harder throughout the semester to attain a 3.0 or better average. Therefore such a privilege would be a positive motivating factor.

Lindenwood is presently engaged in providing a background and basis for the responsibility necessary for successful living. We feel that the availability of this privilege would further this sense of responsibility.

RESPONSE OF THE AMERICAN STUDIES
PROPOSAL COMMITTEE TO THE HUMANITIES DIVISION
REQUEST FOR CHANGES IN THE PROPOSAL

At meetings on March 18, 1970, the three academic divisions of The Lindenwood Colleges considered the proposed program in American Studies. The program submitted at that time received the endorsement of the Division of Social Sciences and the Division of Natural Sciences and Mathematics. In its action, the Division of Humanities approved the program in principle, but referred the proposal back to the American Studies Proposal Committee for further study "with the request that the Committee make every effort to answer certain objections made by members of this division by integrating the courses as much as possible." After reviewing the request of the Division of Humanities to integrate courses within the American Studies Program, the Committee would like to set forth its conclusions.

First of all, the Committee came to the realization that an integration of those courses designated as part of the American Studies curriculum, if it were carried out, would have wide implications on the total college curricula as well as the immediate effect it would have on the proposed American Studies curriculum. To propose courses of an interdisciplinary and interdivisional nature, which could measurably alter the character of course offerings and the structure of areas of concentration in many departments, seems to lie outside of the province of the Committee; such a step should require the deliberations of the Educational Policies Committee and the full Faculty in examining both the feasibility of and the educational philosophy inherent in a move toward fuller integration of existing courses on a college-wide basis. The Committee enumerated the following problems which arose in its consideration of integrating courses:

- (1) The integration of courses raises the question of the integrity of course offerings in individual departments. Is a course which brings together American History and American Political Thought, for example, an equivalent to individual offerings in these areas by the Department of History and the Department of Political Science?
- (2) The integration of courses could significantly affect the structure of an area of concentration within a department. Will the student have adequate preparation in his area of concentration if several of the courses taken in his major field are part of integrated courses? Would integrated courses be given full evaluation toward the required courses for an area of concentration?
- (3) Integrated courses, especially where they involve offerings in the student's area of concentration, might pose problems in the evaluation of transcripts, particularly by graduate institutions. Is it not likely that an interdisciplinary course might be viewed as inadequate undergraduate preparation within a major field?
- (4) A question of educational philosophy is brought into question in combining two year-courses into a single year course. It is certainly debatable whether the content of two courses in separate disciplines can be effectively combined or condensed into a single course of equal depth and breadth.

- (5) An integrated course would eliminate for the student the option to take a course treating a single subject area either as a course in his major area or as an elective.
- (6) The combination of two courses would allow interdisciplinary study principally within that combination of courses. In contrast to this, a parallel scheduling of courses would allow for varying combinations of two or more courses.

The Committee feels that the implications set forth in these observations would need to be considered fully before an effort is made toward integrating courses.

Secondly, the Committee restates its position that the desired level of interdisciplinary study is provided for in the provisions included in the American Studies Program as originally proposed. The Committee fully agrees that an interdisciplinary exchange must be an integral part of an effective American Studies curriculum. The method by which this exchange is to be achieved is the issue raised by the Division of Humanities. The Committee recognizes that there are varied methods by which interdisciplinary study could be introduced into the program. A decision to devise integrated courses as a framework for the program might, for example, be an effective method if a new curriculum, not dependent on existing college offerings, could be instituted. Such an approach does not seem feasible under the present circumstances. At the outset of its considerations, the Committee realized that the American Studies curriculum would, for practical considerations, need to be designed within the limits of present departmental offerings and teaching faculty.

Accepting these limitations, the Committee formulated a program which would provide the desired degree of interdisciplinary exchange through the following provisions: (1) correlation of subject matter taught in the individual courses treating a common theme or period in American Studies; (2) parallel scheduling of two or more courses with a common hour weekly to permit classes to meet together; (3) a seminar in American Studies where a theme in American Studies would be explored from interdisciplinary points of view; and (4) the scheduling of some courses pertinent to American Studies during the January term when team teaching could be most easily instituted. The Committee contends that the above provisions would insure the interdisciplinary character desired in the American Studies program and would provide a maximum degree of flexibility in bringing diverse points of view together. Moreover, the proposed curriculum, while providing an effective degree of interdisciplinary study, would not measurably alter the integrity of existing course offerings.

Lindenwood College
St. Charles, Missouri

Minutes

Meeting of the Faculty of Lindenwood College
March 11, 1970

The regular meeting of the Faculty of Lindenwood College was held in the New Fine Arts Building at 9 a.m., Wednesday, March 11, 1970, with a special meeting scheduled to follow the regular meeting. President Brown presided. Mr. Conover gave the invocation.

- I. Mr. Moore moved that the minutes of the February 11 meeting be approved as distributed. The motion was seconded and passed.
- II. Old Business
 - A. President Brown reported that the Board of Directors has authorized him to issue contracts for the coming year in accordance with the following frame of reference:

Four percent (4%) across-the-board increase for all faculty with one percent (1%) of the total instructional budget to be devoted to merit increases. Dean Barnett will consult with divisional chairmen particularly for evaluation in terms of merit increases.
 - The Board has also insisted, according to President Brown, that the Administration revise its budgetary projections in an effort to face more realistically the actual income of the college. The budget, as tentatively revised, shows a much lower deficit. In general, faculty who retire or resign will be replaced, but it will not be possible to add new faculty.
 - B. Dean Quehl reported on the January retreat for LC II students and on the February retreat for students, faculty, administrative officers, and board members of both colleges. The consensus was that both retreats were worthwhile. Among items discussed at the February retreat were the study on basic institutional data and the reorganization of The Lindenwood Colleges.
 - C. Dean Quehl asked all members of the faculty to pick up copies of the North Central Association study as soon as they are ready and to study them thoroughly prior to the visit of the NCA Team March 23-24.

III. New Business

A. Reports and proposals from the Educational Policies Committee

President Brown announced that Item 2 (Proposal for an area of concentration in Business Administration) had been deleted from the agenda since it had not been discussed in the divisional meetings. Miss Purnell protested this action since she is not a member of a division, and moved that divisional approval prior to faculty consideration be waived and that Item 2 be considered at this meeting. The motion was seconded. Mr. Bornmann called for a closed ballot. The motion was seconded and passed. The motion to waive divisional consideration and to consider Item 2 at this meeting passed by a vote of 29 for and 20 against.

The items on the agenda were then taken up.

1. Proposal for an area of concentration in women's physical education within the Division of Natural Sciences and Mathematics (Enclosure No. 1 of March 11 Agenda)

Mr. Bornmann moved that for the 1970-71 academic year Physical Education become a separate area of concentration within the Division of the Natural Sciences and Mathematics offering either a B.S. or a B.A. degree. The motion was seconded and passed.

2. Proposal for an area of concentration in Business Administration (Enclosure No. 2 of March 11 Agenda)

After discussion, Mr. Bartholomew moved that the faculty endorse the development of a Business Administration Department in principle; that Dean Barnett appoint a committee of the people most intimately involved in such a department (Miss Purnell, representatives from the Social Sciences Division, and representatives from Mathematics) to construct a more specific proposal for development of the department; and that this committee report to divisional meetings next week. The motion was seconded and approved.

President Brown stated for the record that we hope to move into this program next year.

3. Proposal to drop the speech proficiency requirement (page 82 and 121 of the catalog) and add CA 132, Effective Speaking, as a divisional elective (Enclosure No. 3 of the March 11 Agenda)

Dean Barnett moved approval of this proposal to drop the speech proficiency requirement and to add Effective Speaking in its place. The motion was seconded. Miss Sibley moved to divide the question by dealing with the proposal to drop the speech proficiency requirement only. The motion to

drop the speech proficiency was passed. Mr. Conover moved that the faculty approve the inclusion of CA 132, Effective Speaking, as a divisional elective. The motion was seconded and carried.

4. Proposal to offer Math 161S and Biology 105S (new divisional electives) during the summer (Enclosure No. 3 of the March 11 Agenda)

Mr. Bornmann moved that this proposal be accepted. The motion was seconded and approved.

5. Dean Barnett called attention to the clarification of final examination procedures, which is not a change in policy (Enclosure No. 4 of the March 11 Agenda)

After some discussion, Mr. Caine moved the acceptance of this procedure for this year, but that given the peculiar quality of the Common Course, the Educational Policies Committee be instructed to discuss the possibility of exempting the Common Course from the requirements of this schedule. The motion was seconded but defeated.

Mr. Nichols moved that the policy as proposed be rejected, and that the Educational Policies Committee be instructed to study the possibility of faculty giving final examinations or meeting at the time of final examinations. The motion was seconded.

President Brown ruled that this motion was out of order and that this item should be placed on the agenda for discussion at a later time after it has been reviewed thoroughly.

6. Dean Barnett announced that the Educational Policies Committee has approved retroactively the renaming of Math 290 to Science 290.
7. Dean Barnett reported that the departmental chairmen and the Educational Policies Committee have approved scheduling changes for 1970-71 as illustrated in Enclosure No. 5 of the March 11 Agenda.

- B. Mrs. Hueseman, ~~Chairman~~ of the Nominations Committee, presented the following nominations for members of the 1970-71 Nominations Committee. One person from each division is to be elected.

Joy Ebest)	Natural Science and Mathematics Division
Aaron Konstam)	
Martha May Boyer)	Humanities Division
T. W. Doherty)	
Stanley Caine)	Social Science Division
Edward Eddowes)	

The following person was nominated from the floor:

Bernard G. DeWulf

A motion was made, seconded, and passed that nominations be closed.

Vote by ballot showed that the following will serve on the Nominations Committee for 1970-71:

Joy Ebest
 Martha May Boyer
 Stanley Caine

- C. Mr. Mueller, of the Seven College Consortium, and Mr. Carlson discussed the Black Studies Media Bank. Additional information is given on the blue enclosure to the March 11 Agenda.
- D. Mr. Wehmer asked for an explanation of the method used in determining what courses would be offered in summer school. One art course which is no longer given was listed, and no one from the Art Department was consulted about course offerings.

Mr. Hood replied that present students and prospective students were sent questionnaires asking what courses they would be interested in taking in summer school. Some courses presently listed will not be offered because of lack of interest. A new catalog will be issued as soon as it can be determined what courses will not be offered because of lack of enrollment.

After some discussion, it was agreed that a course in art will be offered if there is sufficient enrollment in such a course, the particular course to be decided on after consultation with the art faculty. Mr. Kanak, who would like to teach in summer school, joined Mr. Wehmer in stressing the desirability of advanced consultation with departments about summer school offerings.

- IV. Miss Sibley announced that the Alice Parker Memorial Lecture will be delivered this evening by Professor Mary Jackson. The funds for this lecture are derived from interest on the money given to establish the Alice Parker Chair of English Literature, and it is hoped in this way to increase attention to the fund so that additional gifts may be made to it.

Dean Barnett announced that it was not possible to schedule registration of returning students before spring vacation as had been requested at the special meeting held February 11.

He also reported that discussion of the use of student assistants will be placed on the agenda for the April meeting.

A motion was made, seconded, and passed to adjourn the regular meeting of the faculty and to reconvene as a Committee of the Whole on the Constitution. After discussion, it was agreed that there was not enough time for a thorough discussion and that the April faculty meeting would begin with a meeting of the Committee of the Whole on the Constitution and that one and one-half hours would be set aside for this discussion.

Mary Yonker, Acting Secretary

Approved:

Emma Purnell
Secretary of the Faculty

Lindenwood College
St. Charles, Missouri

Minutes

Special Meeting of the Faculty of Lindenwood College
March 18, 1970

At the request of the Committee on the Constitution a special faculty meeting was held in the New Fine Arts Building from 9:00 a.m. to 10:30 a.m. Mr. Conover, senior member of the faculty, called the meeting to order, and presided.

At the request of Mr. Feely, Chairman of the Committee on the Constitution, Mr. Caine presented the idea of a constitution, Mr. Bartholomew discussed the constitution as it relates to bylaws. Mr. Feely then distributed a questionnaire in regard to faculty participation in the government of The Lindenwood Colleges and asked that it be returned by March 24.

A straw vote was taken to determine the following:

1. Use AAUP statement on academic freedom and tenure verbatim.
2. Use AAUP language where it applies.
3. Indicate connection to AAUP statement.
4. Remain tacit.
5. Use present statement and move to new position when the new statement is available.

The straw vote showed that No. 3 (indicate connection to AAUP statement) should be the procedure to follow in the constitution in regard to the AAUP statement on academic freedom and tenure.

From 10:30 a.m. to 11:00 a.m. all divisions met together. Mr. Eckert explained the proposal for an American Studies Program. The proposal had been distributed to members of the faculty under date of March 9, 1970.

At 11:00 a.m. members of the faculty went into their respective divisional meetings.

Mary Yonker, Acting Secretary

Approved:

Emma Purnell
Secretary of the Faculty

PROPOSAL FOR AN AMERICAN STUDIES PROGRAM
(Revision of April 9, 1970)¹

I. Definition of American Studies:

American Studies is a composite study which, drawing upon related academic disciplines, treats the major intellectual ideas and creative expressions in America from the colonial era to the present.

II. The Interdisciplinary Character of the Curriculum:

Interdisciplinary study is an integral element of the American Studies program. To provide this interdisciplinary exchange, the following provisions are to be implemented in the structure of the program: (1) a correlation of subject matter in those courses treating a common theme or period in American Studies; (2) the parallel scheduling of two or more courses with a common hour weekly to permit the classes to meet together; (3) a seminar in American Studies where a theme in American Studies would be explored from interdisciplinary points of view; and (4) the scheduling of some courses pertinent to American Studies during the January term when team teaching could be most easily instituted.

III. Curriculum for an Interdisciplinary Area of Concentration in American Studies:

Both the B.A. and B.S. degrees are offered for the concentration in American Studies.

Ten courses are required for an area of concentration in American Studies; these ten courses are designated in category I below. Additional electives, up to six in number, may be selected from category II below. A total of 16 courses in American Studies may count toward the graduation requirement of 36 courses.

I. (Ten courses required)²

2 courses: English 231: American Literature I
English 232: American Literature II

2 courses: Art 359: American Art I
Art 260: American Art II
Art 362: Twentieth Century Art II

¹ The revision of the proposal includes those modifications or clarifications which are a result of recommendations or action taken since the distribution of the proposal to the faculty on March 9, 1970.

² Courses in American Intellectual History are not now offered; it is the intent to include such courses within the requirements when these courses are introduced.

- 1 course¹: History 209: Colonial and Revolutionary America
- 1 course: History 211: Civil War and Reconstruction
History 218: The Gilded Age and Coming of Reform
- 1 course: History 219: The Growth of Modern America
History 214: Diplomatic History of the U. S.
since 1900
- 1 course: Political Science 244: American Political Thought
- 1 course: Seminar in American Studies
- 1 course: Communication Arts 180: Mass Communication in
Society
Religion 100: Religions in America
Economics 204: The Economics of Poverty
Sociology 201: Majority-Minority Problems

II. (Electives, up to six courses)²

- Art 327: American Architecture/Museums of Eastern U.S.A.
- Communication Arts 175: History of Theatre III
- English 246: Black Literature
- English 275: Seminar in Selected American Authors
- Education 100: Urban Education
- History 320: The Black American
- History 360: The West in American History
- Political Science _____: The American Presidency
- Sociology 308: Sociology of Metropolitan Regions
- Sociology 324: Sociology of Religion
- American Studies _____: Independent Study in American Studies
- A second Seminar in American Studies
- Courses in category I which have not been used to fulfill
the concentration requirement of ten courses.

IV. Recommendations for Implementation of the Program in American Studies:

1. The interdisciplinary area of concentration in American Studies be offered in the fall term, 1970-71. A degree with an area of concentration in American Studies will not be authorized prior to the commencement terminating the spring term in 1972.

¹ A history course, the Constitution and the Early Republic, when added to the college curricula, will be an alternative offering to History 209.

² It is recognized that the list of elective may be expanded as new courses relevant to American Studies are added to the curricula.

2. A Director of American Studies assume the role of coordinating the program. The responsibilities of the Director include the planning, with the participation of the faculty teaching in the American Studies program, for the interdisciplinary correlation of courses and the supervision of the advising of students who wish to pursue a concentration in American Studies.
3. The establishment of a committee or council on American Studies to be comprised both of faculty teaching American Studies and of students enrolled in the program.
4. Approval of two courses bearing the title of American Studies:

American Studies _____: Seminar in American Studies

A seminar for majors based upon a selected topic (or topics) which will be considered from interdisciplinary points of view. The course is designed to provide a synthesis of concepts drawn from the varied disciplines within the American Studies curriculum. The choice of topics will vary from seminar to seminar.

American Studies _____: Independent Study

American Studies Proposal Committee
(Faculty Members)

Stanley Caine
Craig Carlson
W. Dean Eckert (Chairman)
Jean Fields

Head - This type of course is the future of colleges like LC.

A Director of American Studies assumes the role of coordinating the program. The responsibilities of the Director include the planning, with the participation of the faculty teaching in the American Studies program, for the interdisciplinary correlation of courses and the supervision of the advising of students who wish to pursue a concentration in American Studies.

The establishment of a committee or council on American Studies to be comprised both of faculty teaching American Studies and of students enrolled in the program.

Approval of two courses bearing the title of American Studies:

American Studies _____ : Seminar in American Studies

A seminar for majors based upon a selected topic (or topics) which will be considered from interdisciplinary points of view. The course is designed to provide a synthesis of concepts drawn from the varied disciplines within the American Studies curriculum. The choice of topics will vary from seminar to seminar.

American Studies _____ : Independent Study

American Studies Proposal Committee
(Faculty Members)

- Stanley Cairns
- Gray Carlson
- W. Dean Eckert (Chairman)
- Jean Fields

PROPOSAL FROM THE ADMINISTRATION
FOR SERVICING SECRETARIAL NEEDS
OF THE FACULTY, 1970-71

1. There will be a full-time secretary with an office in the Audio-Visual Center. She will do typing, dictation, duplicating and other services as required by individual faculty members. Her presence in the Audio-Visual Center will enable us to service requests for equipment from 8:30 to 5:00 p.m., as well as give stenographic assistance to the faculty.
2. The use of a faculty secretary will also enable us to reduce the total number of student assistants and, at the same time, increase help where it is most extensively needed. It is proposed that student assistants be assigned as follows:
 - a. One assistant for each department chairman.
 - b. Additional assistants for instructors or department heads having special responsibilities: e.g. art building security, child development lab, radio station, computer center, the Common, music library, etc. Needs in these areas will be discussed with the persons concerned.
 - c. Assistants will also be assigned to the library, dining room, dormitories, and certain administrative offices.

*Lab assistants
greenhouse*

*Charles Brown
A. V. Center*

I'm trying to figure out what
Kind of boat it is

Lightning or Comet

I think

It's really an emergency
vehicle to escape such
flood →

I am out -
Is that what you meant
while ago?

I need it for
my hand!

This = to hold

position & Vice President for Academic Affairs → Will visit?

April 20, 1970

Myers

To: Lindenwood Faculty
From: Nominations Committee

To aid us in proposing nominations for the standing committees of the faculty for next year, we are asking you to express your preferences for service on the faculty committees listed below. (Other committees may emerge from the rewriting of the faculty bylaws. These will be staffed when the bylaws are adopted.)

In making nominations, the committee will respect as much as possible the preferences you have stated. Your list of preferences will be treated as permission to nominate you for those committees. If we find it necessary to nominate you for a committee you have not listed, you will be consulted concerning your willingness to serve prior to the May Faculty Meeting when elections will be held.

Committees for which nominations are requested:

Admissions Committee - 2 elected, 1 appointed
Educational Policies Committee - one position to be filled with member
of either Humanities or Natural Science Division
Faculty-Board Liaison Committee - 3 elected, 2 appointed. Must be
tenured.
Institutional Research Committee - 3 elected, 2 appointed
Library Committee - 3 elected, 2 appointed
Special Academic Programs Committee - 3 elected, 2 appointed

Please list the committee or committees in which you are particularly interested, and return the information to Box 739 by Friday, April 24 at 5 p.m.

Thank you for your help in this matter.

Martha Boyer
Joy Ebest
Stan Caine - Chairman

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Special meeting
April 29, 1970
9:00 a.m.

- I. Academic Freedom and Faculty Status
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 - 2. Definition of Academic Responsibility
 - 3. Academic Tenure
 - B. Faculty Status
 - 1. Faculty Senate
 - a. Selection
 - b. Duties
 - 2. Shared Responsibility
 - a. Consultation
 - b. Joint Action
- II. Faculty Duties
 - A. Corporate Duties
 - B. Individual Duties
- III. Faculty Committees (General Rules)
- IV. Faculty Having Administrative Responsibility
 - A. Division Chairman
 - 1. Selection
 - 2. Duties
 - B. Department Chairman
 - 1. Selection
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 - C. Librarian
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- V. Faculty Appointments and Promotions
 - A. Appointments
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- VI. Leaves of Absence
 - A. Sabbatical Leaves
 - B. Other Leaves
- VII. Retirement
- VIII. Bylaws
- IX. Amendments to the Constitution

(Preamble to be written)

I. Academic Freedom and Faculty Status

A. Academic Freedom, Responsibility, and Tenure

^{The} Lindenwood College endorses basic principles of academic freedom, responsibility, and tenure as described below. In general, it subscribes to the statement in regard to academic freedom issued jointly by the Association of American Colleges and the American Association of University Professors in 1940.

responsibility & tenure

1. Academic Freedom

Institutions of higher education are conducted for the common good. At Lindenwood College, the common good depends upon a free search for truth and its free expression. Hence, it is essential that a faculty member be free to pursue scholarly inquiry without ~~undue~~ restriction, and to voice and publish his conclusions concerning the significance of evidence that he considers relevant. He must be free from the corrosive fear that others, inside or outside the college community, because their vision may differ from his own, may threaten his professional career or the material benefits accruing from it.

Each faculty member is entitled to full freedom in the classroom in discussing the subject which he teaches. Each faculty member, as a citizen of his nation, state, and community must be free from institutional censorship or discipline when he speaks, writes, or acts.

2. Academic Responsibility

The concept of academic freedom must be accompanied by an equally demanding concept of responsibility, shared by the boards of directors, administrators, faculty members, and students. ~~(trustees)~~

balanced by other equally important

~~(trustees)~~ The essential responsibilities of the boards of directors and administrators are set forth in (?) and those of the students in (?).

deleted

The fundamental responsibilities of a faculty member as a teacher and scholar include a maintenance of competence in his field of specialization and the exhibition of such competence in lectures, discussions, publications, ~~other services~~ other professional activities.

Exercise of professional integrity by a faculty member includes recognition that the public will judge his profession and his institution by his statements. Therefore, he should strive to be accurate, to exercise decorum, to show respect for other people, and to avoid creating the impression that he speaks or acts for the whole college or his department when he speaks or acts institution

Colleges will be incorporated in next 2 weeks.

as a single faculty member or a private person.
 A faculty member should be judicious in the use of controversial material in the classroom.
 A faculty member has the responsibility to provide adequate notice of his intention to interrupt or terminate his service to the institution.

specific dates will be in by-laws

Non-renewal
 ABCDEFGH
 IJKLMNOP
 QRSTUVWX
 YZ

3. Academic Tenure

The system of faculty tenure supports the integrity of Lindenwood ~~as an academic institution.~~
 Tenure means assurance to an experienced faculty member that he may expect to continue in his academic position unless adequate cause for dismissal is demonstrated in a fair hearing, following established procedures of due process.

→ spelled out in by-laws

B. Faculty Status

Faculty status is a matter of shared responsibility. Faculty interest in this matter is represented by the Faculty Senate.

1. Faculty Senate

The Faculty Senate is comprised of as many members as there are departments in the college, one member from each department, plus the Dean of the Faculty who is chairman without vote.

a. Selection:

- 1) Each department elects its own Faculty Senate representative.
- 2) If a department fails to elect a representative, the Faculty Senate themselves select a representative from that department to join them.
- 3) The term of office is one year, and the representative is eligible for re-election.

department to be spelled out in by-laws

CX. Duties: Areas of responsibility

b. over →

- 1) *ok* To represent the faculty in the establishment of priorities concerning faculty personnel.
- 2) *ok* To consult with the Administration concerning re-appointments, non-renewals of contract, promotions and salary.
- 3) To take joint action with the Administration concerning appointments.
- 4) To take joint action with the Administration concerning tenure.
- 5) To take joint action with the Administration concerning dismissal for incompetence, moral turpitude, or financial exigency.

→ Brescia proposed a clause on mandatory referral → no action 'cause none moved adjournment

b. Definition of terms.

3

X. Shared Responsibility

When making a decision, the Faculty Senate and the Administration share responsibility in one of two ways, following either the principle of consultation or of joint action.

a. Consultation

Consultation means that after discussion with the Administration, the Faculty Senate formally presents their judgement in the form of a recommendation, vote, or other expression sufficiently explicit to record their position or positions for the administration. This explicit expression of judgement must take place in time to affect administrative action.

b. Joint Action

Joint action means that agreement to a proposal by both the Faculty Senate and the Administration is required for affirmative action. Either party has the right to appeal a veto to the Board of Directors Committee on Faculty and Curriculum through procedures outlined in the Bylaws.

II. Faculty Duties

A. Corporate Duties

1. To determine the membership categories of the Faculty for the purposes of voting (The Board of Directors has established the principle that the President and Vice President and Dean of the Faculty are by nature of their appointments voting members of the Faculty.)
2. To determine, in consultation with the Administration, the academic curriculum.
3. To determine the requirements for earned degrees.
4. To determine the nature of the system to be used in grading students in courses.
5. To recommend to the Board of Directors candidates for earned and honorary degrees.
6. To make recommendations to the President and the Dean of the Faculty concerning any other matters of educational policy.

B. Individual Duties

1. To carry out duties described under Academic Responsibility (I, A-2 above).
2. To serve on Faculty Committees. Committee service shall be distributed as equitably as possible.

III. Faculty Committees

- A. All standing committees contain ~~both~~ some members elected by

V* VII Executive Committee Committee and other members of the Board

III* Executive Committee

- 3* To advise on Executive Committee Committee matters
- 4* To advise on Executive Committee matters

B* Executive Committee

- 1* To make recommendations to the President and the Board on matters of policy and procedure
- 2* To make recommendations to the Board of Directors on matters of policy and procedure
- 3* To determine the nature of the program to be made
- 4* To determine the need for the various committees
- 5* To determine the composition and the organization of the various committees and the nature of the program to be made
- 6* To determine the membership of the various committees

V* Executive Committee

II* Executive Committee

Buff - I think [the President] better be included because the way things are going, it looks like they're going to do some things that are not in the line to do.

1* Executive Committee

2* Executive Committee

3* Executive Committee

4* Executive Committee

5* Executive Committee

6* Executive Committee

7* Executive Committee

8* Executive Committee

9* Executive Committee

10* Executive Committee

- 3* Executive Committee
- 4* Executive Committee

- the Faculty and some appointed by the President.
- B. All committee members shall serve for one term as the terms are defined for each committee in the bylaws. No member may succeed himself.
- C. The election to standing committees for any academic year shall take place before the end of the preceding academic year. Vacancies in elected positions may be filled at any time.
- D. Unless otherwise indicated, each committee shall elect its own chairman.
- E. All committees shall make at least an annual report to the Faculty in writing at least two weeks before the close of each academic year.
- F. The Dean of the Faculty ^{are} ~~is~~ ex officio ~~a~~ ^{they} members without vote of all committees, except those on which ~~he~~ ^{they} serves as a regular member.

The President of the College



IV. Faculty Having Administrative Responsibility

a point G was referred to committee to define roles of 2 Deans of colleges

A. The Division Chairman

1. Selection

- a. Division chairmen are elected by the faculty of the division, subject to the consent of the Dean of the Faculty.
- b. The term of office is two years, and a chairman is eligible for re-election.

2. Duties

- a. He shall coordinate the various departmental plans for curricular development within the Division.
- b. He shall be a member of the Educational Policies Committee.

B. The Department Chairman

1. Selection

- a. Department Chairmen are appointed by the President, on recommendation of the Dean of the Faculty, subject to the consent of the Department.
- b. The term of office is for two years, and a chairman is eligible for reappointment.

2. Duties

- a. He shall be responsible to the Dean of the Faculty.
- b. He shall be the administrative officer of his department and shall, by means of departmental meetings and personal consultation, involve his colleagues in the department in the making of decisions. He may also delegate administrative duties.
- c. He shall consult the members of the department

Appointment

as to promotion, tenure, and nonrenewal of contract, and present the results to the Faculty Senate.

- d. He shall consult with returning members of the department as to new staff appointments and present the results to the Faculty Senate.

C. The Librarian

1. Selection: The Librarian shall be appointed by the President on recommendation of the Dean of the Faculty and subject to the consent of the Faculty Senate.

2. Duties

- a. Shall be responsible to the Dean of the Faculty.
- b. With the advice of the Library Committee, shall be responsible for formulating such policies as will promote the fullest use of the library by students and Faculty and, in general, make the library an effective educational organization.

V. Faculty Appointments and Promotions

A. Appointments

Appointment to the Faculty is made by the President upon the authority granted him by the Board of Directors. In making such appointments, the President acts jointly with the Faculty Senate.

B. Promotions

Promotions, whether they originate in a department or elsewhere, are made by the President in consultation with the Faculty Senate.

VI. Leaves of Absence

A. Sabbatical Leave

1. A member of the Faculty is eligible for Sabbatical leave after completion of six full years of service prior to each leave.
2. Sabbatical leave shall include a whole academic year or one long term and one short term. The compensation for a Sabbatical leave shall be equal to half salary for one year or full salary for one long term and one short term. A person on Sabbatical leave shall continue to receive the college contribution to his retirement pension and his major medical insurance policy

and other fringe benefits. He shall not forfeit his status in connection with salary increments.

B. Other Leaves

Full-time members of the Faculty may be granted leave with or without pay in accordance with the following provisions.

1. Leaves may be granted by the President for special or emergency reasons.
2. Leaves may be granted by the President for military duty or other government service. Members called for such duty will have the privilege of returning to the service of the College at the beginning of the term following their release from service provided the College has been notified at least six months in advance so that arrangements can be appropriately made.
3. Time spent ^{on} leaves mentioned in 1 or 2 above will not be counted in computing the maximum probationary period, assuming the leave is longer than an interim term.
4. Persons on leave, except those on military leave, shall continue to receive the College's contribution to the retirement pension and their major medical insurance policies. They shall not forfeit their status in connection with salary increments. Exception to these provisions is possible only if clearly stipulated as conditions of the leave.

VII. Retirement

- A. A member of the Faculty shall retire from Lindenwood College on September 1 of the year nearest his 65th birthday.
- B. A member of the Faculty or an officer of administration with long and distinguished service to the College may, upon retirement, be awarded emeritus status.
- C. All changes in retirement plans and fringe benefits are to be made only after the approval of the Faculty.

VIII. The Bylaws

The necessary procedures to implement the provisions of this constitution shall be established by the adoption of bylaws. These shall be consistent with the provisions of this constitution.

Bylaws shall be adopted by the following procedure.

- A. Any committee or individual may introduce a proposed bylaw at a regular faculty meeting, or at a special meeting in which the proposal is part of the call of the meeting.
- B. A proposed bylaw shall be referred to the Faculty Senate, which may amend the proposed bylaw, and shall present it, together with the Senate's recommendation thereon, to the next succeeding regular faculty meeting (or special meeting in which it is included in the call). The Faculty shall then vote, with a simple majority sufficient to carry.
- C. A bylaw may be temporarily suspended by a three-fourths vote of those present and voting.

IX. Amendments to the Constitution

Any member of the Faculty may propose an amendment to this Constitution. If a simple majority of the Faculty present and voting affirm that the idea is worthy of consideration, a special committee of five persons shall be elected to consider the amendment. This committee may revise the proposed amendment and shall report its recommendation to the Faculty in writing as part of the call for the meeting in which it is to be considered. The final faculty vote to amend the Constitution shall require a two-thirds majority. This amendment shall then be referred to the Board of Directors for ratification.

I wish I had a camera - the photograph is fascinating

I wish I had a camera - the photograph is fascinating

7

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I can't help but think that a good many of the faculty have been swayed in their thinking toward joint action by a ~~very~~ vocal minority

I wish I had a camera - the correography is fascinating

Mesgares

FACULTY MEETING AGENDA

May 6, 1970
New Fine Arts Building

Special Meeting of the Faculty as
Committee of the Whole on the Constitution

9:00 - 10:00 a.m.

Continuation of discussion of the proposed
Constitution - Mr. Feely

Regular Faculty Meeting

10:15 - 12:00 noon

Invocation

- I. Minutes
- II. Old Business
- III. New Business
 - A. Curriculum Committee of Lindenwood II - Mr. Quehl

Approved

Duties The Curriculum Committee would have as its primary responsibility curriculum development of Lindenwood II. This committee will serve the continuing need for planning, reviewing goals, generating study projects, and for forwarding Lindenwood II curricular proposals for final approval. Such curricular proposals would be reviewed by the Educational Policies Committee of The Lindenwood Colleges, and final approval would be granted or denied by the faculty.

Member-ship Seven faculty members will serve for one year; a faculty member may succeed himself. Four faculty members will be elected by the faculty; each of the three academic divisions must be represented, but no more than two may be elected from a single division. Three faculty members, one from each division, will be appointed by the President of The Lindenwood Colleges, after consultation with the Dean of Lindenwood College II.

The Student Life Committee of Lindenwood College II will appoint three student members to the committee.

The Dean of the College will serve, without vote, as general chairman of the Curriculum Committee.

- B. Report of the Nominations Committee and election of standing committees members - Mr. Caine
- C. Approval of Graduating Class of 1970 - Miss Beale

Approved

Mesgares

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- C. Approval of Graduating Class of 1970 - Miss Beale

Approved

III. New Business (Continued)

D. Report of the Educational Policies Committee - Mr. Barnett
(See attachment)

1. Computer Science as distinct area of emphasis to permit combined maximum of 16 courses.
2. Sociology 112, Cultural Anthropology, to replace Sociology 122, Human Evolution and Races, as divisional elective.
3. New courses in English and History.

IV. Announcements

- A. Honorary Degrees: John Danforth (Doctor of Humane Letters),
Dr. Greenlaw Jennifer Sullivan Buchwald (Doctor of Laws and
Alumnae Merit Award)
George Sweazey (Doctor of Humane Letters)
- B. Commencement information - Mr. Moore
- C. Others

Educational Policies Committee

1. Computer Science as distinct area of emphasis to permit combined maximum of 16 courses.

The Educational Policies Committee approved the following motion, and presents it to the faculty for action:

Approved

It was moved, seconded and passed that Computer Science be considered a second area of emphasis, making it possible for students to take computer science courses plus mathematics courses to total 16, with the added stipulation that the Chairman of the Mathematics Center designate which courses fall into each of the two categories and that the catalog carry this information.

2. Sociology 112, Cultural Anthropology, to replace Sociology 122, Human Evolution and Races.

The Educational Policies Committee approved the following motion, and presents it to the faculty for action:

Approved

It was moved, seconded and passed that the following course be added to the Sociology Department offerings, and Sociology 122, Human Evolution and Races, which is a divisional elective, be dropped:

Sociology 112 - Cultural Anthropology

Just a report

The study of various cultures representing a wide range of technological advance, from "primitive" to "developed". Analytical concepts appropriate to the understanding of all human cultures will be developed and will be applied in depth to selected peoples.

3. The following two courses were approved for the 1970-71 academic year:

History 225 - History of Religion in the West to 1517.

The course will concentrate on the religious mind of Western man as it has evolved through Greco-Roman, Celtic and Teutonic paganism to the rise and decline of the medieval Roman Catholic synthesis. Influential phenomena such as witchcraft and astrology will be examined, as well as related religions such as Judaism and Islam.

English 265 - The Literature of Old and Middle English

A study of selected major texts, exclusive of Chaucer's, which are representative of the various literary genres and cultural traditions in Old and Middle English. When necessary modern English translations will be used.

4. Also reported - Creative Dance 380

Lindenwood College
St. Charles, Missouri

Minutes

Meeting of the Faculty of Lindenwood College
April 15, 1970

The regular meeting of the Faculty of Lindenwood College was held in the New Fine Arts Building at 9 a.m., Wednesday, April 15, 1970, with a special meeting following. President Brown presided, and Mr. Bartholomew gave the invocation.

- I. Mr. Doherty moved that the minutes of the regular meeting of March 11 and the minutes of the special meeting of March 18 be approved as distributed. The motion was seconded and passed.
- II. Old Business
 - A. Mr. Barnett reviewed the fact that it had been recommended that the final examination procedure be reconsidered in view of some special programs. He reported that these issues have been resolved, the practice as presented at the March 11 meeting has been accepted, and the procedure will stand as stated.
 - B. Mr. Barnett reported that the proposal for an area of concentration in Business Administration went before all divisions. Only two divisions - Social Sciences and Humanities - acted on it, both turning down the proposal. The name of the Secretarial Institute has been changed to the Business Institute, which will remain independent. Although it will not be an area of concentration, an attempt will be made to implement some of the proposals for program enrichment that were made.
 - C. Dean Barnett recapitulated the Educational Policies Committee statement on channeling of proposals for the faculty. He reported that the standing policy for instituting new courses and revising old courses was reviewed by the Educational Policies Committee. Without actually changing the substance of the established procedure, the faculty agreed to the following clarifications:
 1. Courses being established solely for the January Term or the Summer Session will be accepted only by the appropriate committees and will carry the letter prefix "J" or "SS." Such courses must go through the ordinary process of approval in order to drop the prefixes and be offered in the fall and spring terms.
 2. January Term and Summer School courses which would serve as Exploratory Divisional Electives require the approval of EPC and the faculty.

3. Courses proposed for the permanent catalog require the approval of department, division, and the Educational Policies Committee. Those which affect all-college requirements (Exploratory Divisional Electives) or which affect the offerings of other departments (e.g., those affecting teacher certification) must go on to approval by the full faculty.
4. Changes in course titles or catalog descriptions may be made by departments without referral to the division or EPC provided the substance of the course is not changed.

III. New Business

A. Recommendations from the Student Association of the women's college

1. Maggie Stahl presented the proposal for final examination waiver for seniors (Attachment No. 1 of Agenda). Miss Sibley moved that the faculty approve this proposal from the senior class. The motion was seconded and carried. It was agreed that item b of the proposal should read: "The instructor has the option to require a graduating Senior in her final semester to write..." rather than "The instructor has the option to require a second-semester graduating Senior to write..."
2. Amy Beckett presented for the Student Association of Lindenwood College I the following proposal for consideration by the members of the faculty of The Lindenwood Colleges:
 - a. That one member of the Student Association be permitted to attend faculty meetings in the capacity of observer.
 - b. That the aforementioned member be that person holding the office of Vice President of Public Relations. (If it is evident that this person is misusing her privileges of representation, then it is the responsibility of the Student Association to replace her with an appointed member.)
 - c. That the faculty retain the prerogative to close a faculty meeting to the student observer, with a request that the student be notified of the reasons why the meeting is to be "closed."
 - d. Faculty members will have the right to designate the extent of the observer's participation, if any, in the meetings.

Miss Beckett reported that the Student Association believes this proposal is valid in content for the following reasons:

- a. All Student Association meetings are open to the faculty, administration, and student body.
- b. A student observer in faculty meetings would be a valuable asset to the faculty in affairs which concern student life on campus, academic or otherwise.

- c. A student observer would function as a liaison figure promoting better understanding between faculty and the student body.
- d. This person should not be regarded as an investigator, merely as an observer who will inform the Student Association and Student Representatives, during weekly meetings, of the basic scope of the faculty meeting.

Miss Sibley moved that the faculty approve in principle this recommendation with the thought that, since both the Student Association and the Faculty are working on constitutions, the details be worked out later. The motion was seconded.

Mr. Feely moved that the motion be amended by the statement: "That the Vice President for Public Relations attend the meetings as an observer during the period in which this matter is being dealt with by the faculty and the student body." The amendment was seconded.

Mr. Wier moved that the following substitute motion be approved: That the faculty invite the President and the two Vice Presidents of the Student Association to attend faculty meetings as observers until the Faculty Constitution and the Student Association Constitution are approved. The motion was seconded and passed.

Miss Sibley and the seconder of her motion withdrew the original motion.

B. Reports and recommendations from the Educational Policies Committee

1. Mr. Doherty called attention to the American Studies proposal (Attachment No. 2 of the Agenda). Mr. Bartholomew, after discussion by the faculty, moved that the faculty accept the proposal as presented. The motion was seconded. Vote by ballot showed that the motion passed with 29 voting in favor of it and 17 against it.
2. Mr. Moore presented the proposal of the Education Department that there be a three-course credit for student teaching. He said that the Social Sciences Division did not have time to act on this proposal. The Educational Policies Committee voted to bring it before the faculty.

After discussion, Miss Toliver moved that the whole question be tabled until President Brown has had a reply to his letter from NCATE. The motion was seconded and passed.

Mr. Bornmann suggested that the information President Brown had given the faculty in regard to the NCATE report be considered confidential.

3. In regard to the Senior Synthesis for 1970-71, Mr. Barnett stated that at the March 26, 1969, meeting of the faculty, the principle of elective senior synthesis courses (offered by those divisions choosing to do so) and a required senior essay was approved for

Lindenwood College. To promote a dialogue among seniors and to provide a forum where the concerns of students entering vocations, professions, and situations of family and civic responsibility may be articulated, a series of symposia would be presented as a part of or adjunct to the convocation programs.

The academic year 1970-71 is the first year when the senior synthesis is to be required of all senior women and, as approved by the faculty, the senior essay is to constitute the requirement. The purpose of the synthesis course and the required essay is to provide a college-wide experience in the senior year which will summarize a period of study in the context of what one may anticipate in the years following graduation.

The one question still to be decided is how to make the senior essay a requirement. It is recommended that the diploma be withheld until the essay is submitted. The plan would be to require the submission of the senior essay by sometime in March of the student's senior year (or November for a midyear graduate). Awards would be made for outstanding essay, such awards to include binding of the essays for the library. Graduation would not be approved for a student until the essay was accepted.

The nature of the essay and specific requirements as to length, content, and form would be determined by a synthesis committee which would also serve as a reading committee.

Dean Barnett moved that the senior essay requirement for senior women be given in the form of withholding the diploma until the essay has been submitted; this to take effect next year. The motion was seconded and approved.

4. Other items reported from the Educational Policies Committee

- a. The Teacher Education Council brought to the Educational Policies Committee the following new courses to be added to the curriculum

Education 251 - Teaching of Social Science in the Elementary School. This course will emphasize classroom materials and method helpful in analyzing social issues in American society. Audio and video tapes will be used to demonstrate and analyze the use of social science methods and materials in elementary classrooms.

Education 252 - Physical Science for the Elementary Teacher. Lectures, demonstrations, and laboratory work in physical science for elementary level teachers. Curriculum materials and methods will be appropriately related to the physical science content.

Education 340 - Urban Education Practicum.

Practical experience in urban educational settings. Includes related classroom experiences in instructional media centers, Head Start programs, Upward Bound programs, etc. Seminar sessions to be arranged. Transportation must be provided by student. Prerequisite: Education 140. May not be a substitute for Student Teaching.

Education 311 - Authentic Teaching.

A somewhat phenomenological approach to the question: "Is school for real?" with an investigation of such concepts as role behavior and "the games" teachers and students play. The aim of the course is to help develop insight into student-teacher relationships with emphasis on trust, reality awareness, and becoming "authentic."

Education 312 - Motivation in the Classroom.

An analytical study of selected motivational theories, principles, and research data presumed to be of special interest to teachers. The course will include observational and experimental attempts to apply motivational concepts in existing classrooms. Prerequisite: Education 300-301, or Education 303-304, or permission of instructor.

Mr. Moore reported that at the meeting of the Social Sciences Division it was moved, seconded, and carried that the division reaffirms the procedure for handling recommendations on teacher education: that recommendations of the Education Department to the Council on Teacher Education (following Council action) be received and acted upon by the division, with all actions of the division, positive or negative, being transmitted to the Educational Policies Committee. If the division dissents from the Council on Teacher Education's recommendation, the division will report its reasons to EPC. This was approved by EPC.

C. Faculty Secretary and Student Assistants

Dean Barnett presented the following proposal from the Administration for servicing secretarial needs of the faculty, 1970-71:

1. There will be a full-time secretary with an office in the Audio-visual Center. She will do typing, dictation, duplicating, and other services as required by individual faculty members. Her presence in the Audiovisual Center will enable us to service requests for equipment from 8:30 to 5:00, as well as give stenographic assistance to the faculty.

2. The use of a faculty secretary will also enable us to reduce the total number of student assistants and, at the same time, increase help where it is most extensively needed. It is proposed that student assistants be assigned as follows:
 - a. One assistant for each department chairman.
 - b. Additional assistants for instructors or department heads having special responsibilities; e.g., art building security, child development lab, radio station, computer center, science laboratories, the Common, music library, etc. Needs in these areas will be discussed with the persons concerned.
 - c. Assistants will also be assigned to the library, dining room, dormitories, and certain administrative offices.

Mrs. Carpenter moved that this proposal be accepted with great reluctance but with willingness to try it, and with the recommendation that careful records be kept of the number of disappointments, requests turned down, etc. The motion was seconded.

Mr. Wier moved that the proposal be amended so that the word "chairman" under Item 2a be eliminated and that the statement read: "One assistant for each department." The motion to amend the proposal was seconded and passed.

The original motion, as amended, was approved.

IV. Announcements

- A. Mr. Carlson said that they are now getting closed-circuit television equipment and that they will have a facility in the Memorial Arts Building for use of this equipment. He sees several uses of this equipment. The equipment, at present, will be maintained and used in the Communication Arts Department which will provide technical assistance for other departments if these departments will provide their own tapes and supervision.
- B. Mr. Hood announced that the Honors Day program will be May 13 at 10 a.m. There will not be a formal academic procession.
- C. Dean Quehl announced that Mr. Charles Bacon, who is on campus making a study, will be contacting some of the members of the faculty.
- D. Mr. Caine, as Chairman of the Nominating Committee, reported that the committee has delayed nominations, but will have a full slate at the May meeting.

- E. Dean Barnett announced that next Wednesday under the direction of Mr. Delaney there will be an environmental teach-in. Further information will be sent to the faculty in the next few days.
- F. President Brown announced that The Lindenwood Colleges will be officially chartered.
- G. President Brown reported that when a visit is made by a Team from the North Central Association the last step is a visit in the President's Office. President Brown asked Deans Barnett and Quehl to join him for that session. They felt, in general, the Team was commendatory. Its main points of criticism were:
1. There are inadequate credentials for some members of the Faculty. These will be brought up to date.
 2. The Team was exceedingly critical of student usage of the library, and this is a problem that can be solved only by the Faculty.
 3. The Team felt that we should give more attention to fringe benefits of the Faculty.
 4. The inadequacy of the physical education facilities was emphasized.
 5. The Team was critical of our audiovisual equipment and the audiovisual center.

Another thing which the Team mentioned, although this was not part of the official report, was that they were concerned about the smoking in many parts of the campus and the carelessness of many smokers. They saw evidence of smoking in the library, library stacks, laboratories, classrooms, halls, etc. It was suggested by the faculty that this be discussed at the environmental teach-in.

The regular meeting was adjourned at 11:40, and the special meeting began with Mr. Feely presenting a rough draft of the proposed faculty constitution. Copies of this constitution were passed out to those present at the meeting. Mr. Feely asked that this constitution be read prior to a special meeting in the next two weeks, at which time the document would be read together. It was decided that the special meeting would be held Wednesday, April 29, at 9 a.m.

The meeting was adjourned.

Mary Yonker
Acting Secretary

Approved:

Emma Purnell
Secretary of the Faculty

Lindenwood College

St. Charles, Missouri

Minutes

Special Meeting of the Faculty of Lindenwood College

April 29, 1970

At the request of the Committee on the Constitution a special faculty meeting was held in the New Fine Arts Building from 9 a.m. to noon. President Brown called the meeting to order. Mr. Conover gave the invocation.

Mr. Nichols announced that the students had challenged the faculty to a softball game, the date to be announced later.

Dean Barnett announced that the next regular faculty meeting would be May 6 rather than May 13, since the Honors Day Convocation will be on May 13.

Mr. Caine, Chairman of the Nominations Committee, asked members of the faculty to return promptly the questionnaires which had been sent out by the Nominations Committee, since slates must be prepared before the meeting May 6.

The meeting was turned over to Mr. Feely, Chairman of the Committee on the Constitution, who made introductory remarks in regard to the proposed constitution. He then read the proposed constitution, and the following points were discussed:

1. "Lindenwood College" throughout the document should be changed to "The Lindenwood Colleges."
2. Item I - A - fourth line - should read "...to academic freedom, responsibility, and tenure issued jointly by ..."
3. Item I - A1 - sixth line - "without undue restriction" should be deleted.
4. Item I - A2 - first paragraph should read: "The concept of academic freedom must be balanced by the equally important concept of responsibility shared by the boards of directors (trustees), administrators, faculty members, and students."
5. Item I - A2 - second paragraph, which reads as follows, should be deleted: "The essential responsibilities of the board of directors and administrators are set forth in (?) and those of the students in (?)."
6. Item I - A2 - third paragraph, last two lines, should be changed to: "...and the exhibition of such competence in teaching, publications, and other professional activities."

7. Item I - A2 - fourth paragraph, first line - "Exercises" should be corrected to "Exercise."
8. Item I - A2 - fourth paragraph, last two lines - "for the whole college or his department" should be changed to "for the whole institution or his department..."
9. Item I - A3 - first sentence should be changed to: "The system of faculty tenure supports the integrity of The Lindenwood Colleges." instead of "The system of faculty tenure supports the integrity of Lindenwood as an academic institution."
10. Item I - B. It was agreed that the committee will work on changing the name of "Faculty Senate."
11. Item I - Bla2 - third line should be changed to "select a representative..."
12. Item I - Blb. Duties: should be changed to Item I - Blc. Areas of responsibility.
13. On page 3, Item I - B2 - Shared Responsibility - should be made Item I - Blb - and called "Definition of Terms" instead of "Shared Responsibility."
14. A motion was made and seconded to reaffirm Item I - Blb3 (changed to Blc3) that the Faculty Senate should take joint action with the Administration concerning appointments. The vote to reaffirm this item was close and it was agreed that since this is an important issue, the assertion should be delayed until a larger portion of the faculty could be present to vote.
15. It was agreed that Item I - Blb1 (changed to Blc1) - "To represent the faculty in the establishment of priorities concerning faculty personnel." should be reaffirmed.
16. It was agreed that Item I - Blb2 (changed to Blc2) - "To consult with the Administration concerning re-appointments, non-renewals of contract, promotions and salary." should be reaffirmed.
17. There was discussion of Item I - Blb4 (changed to Blc4) - "To take joint action with the Administration concerning tenure." but no action was taken.

Mr. Moore moved that the meeting be adjourned after plans were made for another meeting. The motion was seconded and passed. It was agreed that a meeting of the Committee of the Whole to discuss the proposed constitution will follow the regular faculty meeting May 6 for the remainder of the morning.

Mary Yonker
Acting Secretary

Approved:

Emma Purnell
Secretary of the Faculty

- 3) To take joint action with the Administration concerning tenure.
- 4) To take joint action with the Administration concerning dismissal, for incompetence, moral turpitude, or financial exigency.

↓
of tenured faculty

5) To ^{reorganize} ~~establish~~ criteria for ~~some~~ ^{or public} for the institution

6) To act on by-laws -

CONSTITUTION OF LINDENWOOD COLLEGE FACULTY

Preamble

The purpose of the Faculty Constitution of Lindenwood College is to set forth clearly the duties and rights of the Faculty, and to give definite statement to the various rules, practices, customs and traditions that pertain to the Faculty and Administration in the governance of the College. This Constitution is designed to describe the organized channels of cooperation between the Faculty, the Administration, and the Board of Directors.

I. Academic Freedom and Tenure

A. Lindenwood College endorses basic principles of academic freedom and tenure as outlined in the document which follows. Particularly it subscribes to the general statement in regard to academic freedom issued jointly by the Association of American Colleges and the American Association of University Professors in 1940:

"Tenure is a means to certain ends; specifically:

- "(1) Freedom of teaching and research and of extramural activities, and
- (2) a sufficient degree of economic security to make the profession attractive to men and women of ability. Freedom and economic security, hence, tenure, are indispensable to the success of an institution in fulfilling its obligations to its students and to society.

"Academic Freedom:

"(a) The teacher is entitled to full freedom in research and in the publication of the results, subject to the adequate performance of his other academic duties....

"(b) The teacher is entitled to freedom in the classroom in discussing

Referred to Committee

informal role or attitude of faculty
the in form

his subject, but he should be careful not to introduce into his teaching controversial matter which has no relation to his subject. Limitations of academic freedom because of religious or other aims of the institution should be clearly stated in writing at the time of appointment.

Approved

"(c) The college or university teacher is a citizen, a member of a learned profession, and an officer of an educational institution. When he speaks or writes as a citizen, he should be free from institutional censorship or disciplines, but his special position in the community imposes special obligations. As a man of learning and an educational officer, he should remember that the public may judge his profession and his institution by his utterances. Hence he should at all times be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that he is not an institutional spokesman."

B. Academic Tenure*

After the expiration of a probationary period, teachers have permanent or continuous tenure to age 65, and their service is terminated only for adequate cause, except in the case of retirement for age, or under extraordinary circumstances because of financial exigencies. In keeping with this principle, the following practice is observed at Lindenwood College:

1. The precise terms and conditions of every appointment are stated in writing in the contract and are accepted by both the College and the teacher before the appointment is consummated.
2. Beginning with appointment to the rank of full-time instructor or a higher rank, the probationary period is normally from three to six

* Adapted from the Association of American Colleges and AAUP 1940 Joint Statement of Principles on Academic Freedom and Tenure.

years. Tenure may be granted after three years but must be determined during the fifth year of continuous, full-time service at Lindenwood College. The granting of tenure with fewer than three years of service must be submitted to the Faculty Personnel Committee for consent. One who accepts tenure commits himself to the basic goals and objectives of the College [as set forth in its current catalogue.] *delete*

3. Notice of nonreappointment, or of intention not to recommend reappointment to the governing board, should be given in writing in accordance with the following standards:
 - a. Not later than March 1 of the first academic year of service, if the appointment expires at the end of that year; or, if a one-year appointment terminates during an academic year, at least three months in advance of its termination.
 - b. Not later than December 15 of the second ^{or subsequent} academic year of service, if the appointment expires at the end of that year; or, if an initial two-year appointment terminates during an academic year, at least six months in advance of its termination.
 - c. At least twelve months before the expiration of an appointment after two or more years in the institution.
4. In the event that a faculty member on permanent tenure chooses to resign, it is expected that he give the Administration notice by March 1. A professor may request a waiver of this requirement in a situation where he would otherwise be denied substantial professional advancement.

5. During the probationary period a teacher has the academic freedom that all other members of the faculty have.
6. A faculty member on tenure who is dismissed for cause, or a faculty member not on tenure who is dismissed before the expiration of his appointment, may request consideration of his case by a [hearing] retained committee. This ad hoc committee shall consist of faculty members not previously connected with the case, who are elected by the faculty after being nominated by the Nominations Committee on the basis of their objectivity and competence and the regard in which they are held in the academic community. [If agreement is not reached at this stage,] ^{the convening of} then the next procedure is ^{to request} a joint meeting of the [hearing] committee and the Board of Directors Committee on Faculty and Curriculum. ^{For the} If formal proceedings ~~are held~~, procedures outlined in the 1958 AAUP Statement on Procedural Standards and Faculty Dismissal Proceedings are to be followed, at which meeting the President and the Dean of the College will have no vote and the Chairman of the Board Committee shall preside.
7. Termination of a tenure appointment because of financial exigency should be demonstrably bona fide. Cases of proposed termination shall be brought before the Faculty Personnel Committee for discussion. If that Committee does not agree with the administrative proposal, it shall have the right to request a joint meeting with the Board Committee on Faculty and Curriculum.

II. Faculty Duties and Responsibilities

- A. The Faculty shall fulfill duties as designated in the Faculty Manual.

B. The Faculty shall have the responsibility to:

1. Determine the membership categories of the Faculty for the purposes of voting, with due regard for the principle established by the Board of Directors that the President and Vice-President and Dean of the College are by nature of their appointments voting members of the faculty.
2. Originate, as well as study, hear proposals upon, and make and approve recommendations to the Administration about the academic curriculum of the college.
3. Determine the requirements for earned degrees.
4. Recommend to the Board of Directors candidates for earned and honorary degrees.
5. Determine the nature of the system to be used in grading students in courses.
6. Make recommendations to the President and Dean of the College concerning any other matters of educational policy.
7. Approve changes in the faculty manual.

III. Faculty Organization

- A. The Faculty of Lindenwood College shall consist of all full-time members of the college staff holding the rank of Instructor, Assistant Professor, Associate Professor, or Professor. Administrative officers having faculty status are the President, the Vice-President and Dean of the College, the Dean of Students, the Dean of Continuing Education and Career Planning,

the Registrar, the Librarian, and such other librarians as the Faculty may vote to admit. The Vice-President for Public Affairs and the Business Manager shall have voice but not vote. The Faculty may vote to extend to other persons either special or standing invitations to attend Faculty meetings. Such guests of the Faculty shall have voice but not vote. Standing invitations to attend Faculty meetings shall be continuous until such time as this privilege is withdrawn by vote of the Faculty.

- B. Regular meetings of the Faculty shall be held once a month during the academic year. Special meetings may be called by the President or the Vice-President and Dean of the College. The Dean shall call a special meeting on the written request of either the Educational Policies Committee or at least ten Faculty members. The written request may state a specified time interval during which the meeting must be held.
- C. The agenda shall be distributed to each Faculty mailbox no later than the second day before each regular or, if time permits, before each special meeting of the Faculty. By a two-thirds vote of the members present and voting, the Faculty can waive the two-day requirement regarding any particular item of business. On any subject requiring a vote, a statement of the proposal to be voted on and pertinent information concerning it shall accompany the agenda.
- D. One-half of the voting Faculty membership shall constitute a quorum.

- E. Meetings and other business of the Faculty shall be conducted according to Robert's Rules of Order.

- F. Any item of business conducted in Faculty meetings to be held confidential shall be so designated by the President or the Dean of the College. Announcement of all Faculty action shall be made only by the President or the Dean of the College, or by such other persons as the President or Dean may designate.

- G. The Secretary of the Faculty shall be elected at the May faculty meeting and shall begin duties of office at the start of the next academic year. The Secretary shall serve a term of two years, and he may succeed himself. The Secretary of the Faculty is also Secretary of the Educational Policies Committee, and he shall have voice but not vote at committee meetings. The Secretary shall keep a record of all proceedings of the Faculty, along with all memoranda, petitions, requests, and reports introduced at the Faculty meetings, and is authorized to secure the services of a professional secretary in the actual taking and construction of the minutes.
- H. The President is Chairman of the Faculty and presides at Faculty meetings, except that he has the privilege of delegating the right to preside to the Vice President and Dean of the College. In the President's absence from campus, the Vice President and Dean of the College serves as Chairman of the Faculty. In the absence of both, the senior member (in years of service to the College) of the Educational Policies Committee shall preside.

IV. Committee Organization and Duties

- A. Serving on committees is recognized as an obligation of all Faculty members. Committee service shall be distributed as equitably as possible.
- B. The President and the Vice President and the Dean of the College are ex officio members without vote of all committees, except those on which they serve as regular members.

- C. All standing committees will contain some members elected by the Faculty and some appointed by the President.
- D. The annual election of standing committees other than the Nominating Committee shall take place at the April Faculty meeting.
- E. New committee members shall commence their term of office at the beginning of the next academic year, but they may attend as observers any meetings of their committees during the period between the announcement of appointment or election results and the beginning of their services.
- F. An elected member of a committee shall not succeed himself, but he may be reelected to the same committee after a period of one year. A Faculty member shall not serve simultaneously on more than two standing committees of the Faculty either by election or appointment.

G. Unless otherwise indicated, each committee shall elect its own chairman and secretary. After new committee members have been designated and before the end of the academic year, members of the committee for the next academic year shall elect officers and report the results of the election to the Dean of the College.

H. All committees shall make at least an annual report to the Faculty in writing. At least two weeks before the close of each academic year, each committee shall submit to the Dean a written report of its activities and recommendations for future action.

V. Faculty Having Administrative Responsibility

A. The Librarian

1. Appooointment:

The Librarian shall be appointed by the President of the College.

2. Duties:

a. Shall be responsible to the Dean of the College.

b. With the advice of the Library Committee, shall be responsible for formulating such policies as will promote the fullest use of the library by students and Faculty and, in general, make the library an effective educational organization.

- c. Shall direct and supervise the work of the library and its personnel.
- d. With the advice of the Library Committee, shall be responsible for the administration of the library budget and the purchase of books, periodicals, and other materials.
- e. Shall assist the Library Committee and the Dean of the College in preparation of the budget by submitting to both an annual report on the activities and needs of the library.

B. The Division Chairman

1. Appointment:

- a. Division chairmen are elected by the Faculty.
- b. The term of office is two years, and a chairman is eligible for reelection.

2. Duties:

- a. Shall represent the points of view of the disciplines of his Division to the Administration.
- b. Shall be a member of the Educational Policies Committee.
- c. Shall coordinate the various departmental plans for curricular development within the Division.

- d. Shall confer with the President, the Dean of the College, and the respective Department Chairman with reference to recruitment, appointment, and promotion of Faculty members within their academic divisions.

C. The Department Chairman

1. Appointment:

- a. Department Chairmen are appointed by the President on recommendation of the Dean of the College, after consultation with the Division Chairman and with the members of the department in the process of formulating his recommendation.
- b. The term of office is for two years, and a chairman is eligible for reappointment. Departments with two or more tenured members and three or more members with the rank of assistant professor or higher may elect to follow the principle of rotation of chairmen.

2. Duties:

- a. Shall be responsible to the Vice-President and Dean of the College.
- b. Shall be the administrative officer of his department and shall, by means of departmental meetings and personal consultation, involve his colleagues in the department in the making of decisions. He may also delegate administrative duties.

- c. Shall take the initiative in seeking to enhance the academic and scholarly vitality of the department as a whole, and he shall encourage and facilitate professional growth of staff members with special attention to the needs of new members.
- d. Shall review course offerings and propose course changes, prepare schedules, and make teaching assignments in consultation with department members.
- e. Shall prepare budget requests for departmental needs, in consultation with members of the department, and shall requisition budgeted items and authorized budgeted expenditures.
- f. Shall represent the department in relation to general college matters, prepare departmental statements for the catalog, conduct correspondence, and maintain such files as the welfare of the department may require.
- g. Shall consult with tenured members of the department as to promotion, tenure, and nonrenewal of contract, and present the results of this conference to the President and the Dean of the College.
- h. Shall consult with returning members of the department as to new staff appointments.
- i. Shall confer with the President, the Dean of the College, and the Division Chairman with regard to recruitment, appointment, and promotion of faculty members within the department.

VI. Appointments

Appointment to the Faculty is made by the Board of Directors upon the recommendation of the President of the College after he has consulted with the Dean of the College, the Division Chairman, and the Chairman of the Department concerned.

VII. Promotion

A. Recommendations to the President and Dean of the College for the promotion of faculty members may be made by the chairman of the department and by the division chairman, or the Faculty Personnel Committee.

B. Four general criteria are considered in making promotions:

1. Effectiveness in teaching
2. Scholarly and creative growth
3. Contributions to one's professional group and to the functioning of the committees contained in the bylaws.
4. Contributions to the cultural, intellectual, or spiritual climate of the College and the community.

VIII. Leaves of Absence

A. Sabbatical Leave

1. A member of the Faculty is eligible for Sabbatical leave after completion of six full years of service prior to each leave.

2. Sabbatical leave shall include a whole academic year or one long term and one short term.
3. Written application for any leave for any coming college year shall be made by the eligible person by November 1 of the year preceding the leave. The application should include a statement of the purpose of the leave. The faculty member must assure the College that it is his intention to return to the College for at least one full academic year after the leave. The announcement of the granted leave shall be made by the Administration by February 1 of the next year.
4. The compensation for a Sabbatical leave shall be equal to half salary for one year or full salary for one long term and one short term. A person on Sabbatical leave shall continue to receive the college contribution to his retirement pension and his major medical insurance policy and other fringe benefits. He shall not forfeit his status in connection with salary increments.

B. Other Leaves

Full-time members of the Faculty may be granted leave with or without pay in accordance with the following provisions:

1. Leaves granted by the President for special or emergency reasons

2. Military duty or other government service:

Members called for such duty will have the privilege of returning to the service of the College at the beginning of the term following their release from service provided the College has been notified at least six months in advance so that arrangements can be appropriately made.

3. Time spent on leaves mentioned in 1 or 2 above will not be counted in computing the maximum probationary period, assuming the leave is longer than an interim term.

4. Persons on leave, except those on military leave, shall continue to receive the College's contribution to the retirement pension and their major medical insurance policies. They shall not forfeit their status in connection with salary increments.

IX. Retirement

- A. A member of the Faculty shall retire from Lindenwood College on September 1 of the year nearest his 65th birthday unless, with the consent of the faculty member and upon the recommendation of the appropriate officers, the Board of Directors continues him under annual contract.
- B. A member of the Faculty or an officer of the Administration with long and distinguished service to the College may, upon retirement, be awarded emeritus status. Emeritus status is recommended by a faculty committee and, with the concurrence of the Administration, is awarded by the Board of Directors. Those eligible for consideration for emeritus status are professors, associate professors, and administrative officers having faculty status. A professor emeritus is entitled to use facilities as arranged with the Administration of the College and to participate in faculty meetings, but he is without vote.
- C. All changes in retirement plan of the Faculty and other fringe benefits shall be made only after approval of the Faculty.

- D. If a faculty member leaves the College or retires before age 65 for reasons other than disability, he shall be entitled to receive from the retirement policy retirement income in proportion to the years he has contributed to it.

X. Amendment of the Constitution

This Constitution may be amended by:

- A. Reading and presenting a written statement of the proposed amendment at a regular meeting of the Faculty
- B. Securing the approval by a simple majority of those present and voting at the next regular faculty meeting, and
- C. Securing the approval of the Administration and Board of Directors.

LINDENWOOD COLLEGE
St. Charles, Missouri

BYLAWS OF LINDENWOOD COLLEGE FACULTY

A. The Committees of the Faculty

1. Nominations Committee

a. Membership:

- (1) Three members of the Faculty (no two from the same department) above the rank of instructor; staggered three-year terms; one new member shall be elected each year. At the first election, terms of three years, two years, and one year shall be drawn by lot.
- (2) Members are elected after nominations from the floor at the March faculty meeting.

b. Duties:

- (1) To nominate the Faculty members to be appointed or elected to committees. In each case, a minimum of one more nominee than required shall be submitted to the President or to the Faculty. Also, in each case, the committee notified the Faculty of the date by which nominations are to be completed, so that names may be submitted to the committee for considerations.
- (2) To keep records of all nominations and membership on committees
- (3) To nominate members to fill vacancies on committees

2. Admissions Committee

a. Membership:

- (1) The Director of Admissions (chairman), the Dean of the College (or the Director of the Summer School).
- (2) Two elected members and one appointed member of the Faculty, to serve staggered three-year terms. At the first meeting terms of three years, two years and one year shall be drawn by lot.

b. Duties:

- (1) To recommend to the Faculty and Administration criteria for the selection of students.
- (2) To review and make recommendations to the President and the Dean policies concerning all scholarships and all other financial assistance given to students upon admission to the college.
- (3) To make an annual report to the Faculty covering:
 - (a) Data concerning the nature of students admitted and statistical studies comparing this data with achievement data at certain intervals of the students' college career.
 - (b) Any changes in admissions policy in a given year.

3. Faculty-Board of Directors Liaison Committee

a. Membership:

- (1) The President and Dean of the College (ex officio).
- (2) Five members selected by the Board of Directors.
- (3) Five faculty members who are tenured, three elected for staggered three-year terms, two appointed for three-year terms. At the first election terms of three years, two years, and one year shall be drawn by lot.
- (4) Five student members invited to attend meetings, one of whom shall be the President of the Student Body; one-year terms.

b. Duties:

- (1) To meet at least once a year, in February, for the purpose of exchanging ideas between members of the Board, Faculty, and Student Body.
- (2) When a President or a Dean is to be appointed, the committee shall be consulted in the initial stages in the process of discovering and interviewing candidates. The committee shall recommend names of persons believed by one or more faculty members to be suitable candidates, shall make known faculty opinions concerning the standards by which the candidates should be judged, and will be available for consultation until the appointment is made.

4. Educational Policies Committee

a. Membership:

- (1) The Divisional Chairmen, the President, and the Dean of the College as Chairman.
- (2) Six faculty members shall be elected at the April faculty meeting for staggered two-year terms. Nominations shall be in the first instance for two groups; one group shall serve one year, and the other group shall serve two years.
- (3) Four of the elected faculty members shall be on tenure, and all elected faculty members shall have been at Lindenwood for two or more years.
- (4) No more than two of the elected faculty members shall serve from the same academic division.

b. Duties:

- (1) To represent the Faculty in the interim between meetings of the Faculty.
- (2) To serve in an advisory capacity to the President and Dean of the College.
- (3) To initiate or consider proposed changes in the educational program and make recommendations to the Faculty regarding such changes.

- (4) To meet with the Academic Vice-President of the Student Body and the members of the Student Curriculum Committee at least once every long term.

5. Library Committee

a. Membership:

- (1) The Librarian and one other member of the library staff, to be selected by the Dean of the College in consultation with the Librarian; both to serve as ex officio members.
- (2) Three elected members and two appointed members of the Faculty, equitably distributed as to departments, to serve for staggered two-year terms.
- (3) Two student members appointed by the President, for a one-year term.

b. Duties:

- (1) To serve as a coordinating link between the Faculty, the students, and the Librarian.
- (2) To advise the Librarian on matters of general library policy.
- (3) To make recommendations to the Librarian concerning the library budget.
- (4) To make recommendations to the Librarian for the improvement of the book collection, the physical plant, and equipment.

6. Faculty Personnel Committee

a. Membership:

- (1) Five elected members of the faculty to serve for staggered two-year terms, all of whom shall be on tenure. Nominations shall be in the first instance for two groups; one group shall serve one year, and the other group shall serve two years.
- (2) All full-time teaching members are elected at the April faculty meeting.

b. Duties:

- (1) To recommend policy with regard to faculty teaching loads, Sabbatical leaves, leaves of absence, and other grants.
- (2) To consider provisions for faculty work facilities, faculty research, and attendance at professional meetings.
- (3) To consider matters of faculty welfare not specifically assigned to other committees.

7. Committee on Special Academic Programs

a. Membership:

- (1) Two appointed faculty members and one elected member from each academic division to serve for staggered three-year terms. At the first election, terms of three years, two years, and one year shall be drawn by lot.

(2) Three appointed student members, to serve one-year terms.

b. Duties:

(1) To originate, supervise, and evaluate all special academic programs for the superior student and to recommend to the Dean of the College for faculty review proposed changes.

(2) To recommend to the Administration honorary degree candidates, the faculty lecturer, emeritus status, and honors involving persons other than students.

(3) To offer suggestions for programs that bring visiting lecturers and artists to the college.

(4) To plan and evaluate the program and activities of Honors Day.

8. Committee on Faculty Rules and Regulations

a. Membership:

One appointed faculty member and two elected faculty members on tenure to serve for staggered three-year terms. At the first election, terms of three years, two years, and one year shall be drawn by lot.

b. Duties:

(1) To make an annual review of the Faculty Manual and recommend necessary changes.

(2) To make certain that rules and regulations in the Manual are in accord with the Constitution and Bylaws.

(3) To propose amendments to the Constitution and Bylaws.

9. Committee on Off-Campus Study

a. Membership:

(1) Two appointed faculty members and one elected member from each academic division to serve for staggered three-year terms. At the first election, terms of three years, two years, and one year shall be drawn by lot.

(2) Five appointed student members to serve for one-year terms.

b. Duties:

(1) To stimulate, investigate, supervise, and evaluate all off-campus study programs scheduled during the fall and/or spring terms and the summer, including study abroad. Responsibility for study abroad shall be limited to Junior Year Abroad programs, semester abroad programs, and summer study abroad programs.

(2) To recommend to the Dean of the College policies, guidelines, and procedures that shall govern off-campus study as defined in (1) above.

(3) To serve as a depository and clearing house for all off-campus study opportunities included in (1) above.

10. Council on Teacher Education

a. Membership:

- (1) The staff of the Department of Education, the President, the Dean of the College, the Dean of Students, the Registrar, and the Dean of Continuing Education and Career Planning.
- (2) Appointed staff members of college departments which are involved with teacher education. One member from each department is to be appointed by the chairmen of such departments.

b. Duties:

To review, plan, and approve the program of teacher education.

11. Institutional Research Committee

a. Membership:

- (1) Two appointed faculty members and one elected member from each academic division to serve for staggered three-year terms. At the first election, terms of three years, two years, and one year shall be drawn by lot.
- (2) Dean of the College and Vice-President for Public Affairs.

b. Duties:

- (1) To collect and analyze data that will be helpful in long-range planning.
- (2) To devise ways of storing data in order that they can be retrieved with maximum efficiency.
- (3) To undertake a number of studies each year that will be helpful to long-range planning.

12. Faculty Committees of Lindenwood College II

- a. Until such time as Lindenwood College II has its own faculty, the Constitution and Bylaws of Lindenwood College shall apply for both colleges. The committees as needed for the operation of Lindenwood II shall be formed as standing committees or ad hoc committees by the Lindenwood Administration and Faculty and shall be constituted according to the models provided in the Constitution and Bylaws.
- b. For the first year of operation for Lindenwood II, one student representative from Lindenwood II will serve on each committee that carries appointed students.

B. Amendment of the Bylaws

These Bylaws may be amended by:

1. Reading and presenting a written statement of the proposed amendment at a regular meeting of the Faculty.

2. Securing the approval by a simple majority of those present and voting at the next regular faculty meeting, and
3. Securing the approval of the Administration of the College.

Stephanie Meszaros

TO: Faculty of Lindenwood Colleges
FROM: Institutional Research Committee
RE: Basic Institutional Data

The Basic Institutional Data, which is being distributed at the same time as this report, was prepared by Mr. Krehmeyer, Director of Development, and was distributed at the Retreat of the Lindenwood Colleges at Fordyce House on February 6, 1970, after being reviewed by the Institutional Research Committee. The Institutional Research Committee believes that each faculty member should receive a copy of this data, even though the quantity of data may exceed the interests of individual faculty members. The interests, however, will vary from member to member, and therefore a decision was made not to edit the report but to present it in its entirety.

The committee has summarized the data in order to call to your attention some aspects of our colleges. The summary has been divided into four parts:

- (a) the differences between the students of Lindenwood I and Lindenwood II
- (b) the composition of the student body
- (c) faculty compensation
- (d) tuition charges.

In the summary which follows the numerals in parenthesis refer to table numbers in the Basic Institutional Data.

Differences Between Lindenwood I and Lindenwood II

The data reveal a number of similarities between the student bodies of the two colleges, but this summary is going to emphasize the differences. Such differences may be utilized in the planning for separate qualities in the colleges, or it may be simply used by the reader to understand the students better.

In comparing the ages of entering freshmen of the two colleges with national norms (1) one finds that our girls tend to be younger than the national norms and the boys older. This could have an impact on those courses in which maturity (in years) and experience play a significant role, such as in the Lindenwood Common Course.

When the students identified themselves with current political positions (unnumbered table between 4 and 6), both male and female student bodies were left of center. The number of boys classifying themselves as liberal was twice the national norm, and the number classifying themselves as left was four times the national norm. The girls are slightly more liberal than the national norms but not to the extent of the males.

The girls are more likely than the boys to have been chosen to the Scholastic Honor Society, but the boys are more likely to have received National Merit recognition. Also the girls received more music recognition than the boys, but the boys had more original writings published (12). The boys tend to have had poorer grades in high school than the girls (13), but the SAT scores of the boys were better in general than the girls (16). In the verbal portion of the SAT exam 67% of the boys scored above 500 while only 30% of the girls were above 500. This suggests that perhaps the boys did not "play the game" in high school, did not please the teachers by conforming, but nevertheless have absorbed a sound education at the high school level.

Our students, particularly the males, applied to three or more colleges before choosing Lindenwood (17). It is gratifying to think that the students choose Lindenwood after considerable shopping around.

The male students have higher degree aspiration than do the girls (20). About one-half of the Lindenwood girls plan to stop at the baccalaureate level (this is somewhat above the national norm). About one-third of the Lindenwood boys plan to get a PhD (this is about three times the national norms).

In percentages, more girls than boys (21 and 22)

- (a) plan to transfer to another college
- (b) plan to join a social fraternity or sorority. This is obviously related to the transfer problem.)
- (c) place importance on raising a family
- (d) place importance on obtaining recognition of their peers
- (e) place importance on having an active social life.

On a percentage basis, more boys than girls

- (a) plan to author a published article
- (b) plan to change their major field
- (c) expect to fail one or more courses
- (d) expect to be more successful than the average student
- (e) plan to protest U.S. military policy
- (f) plan to protest racial or ethnic policies
- (g) place importance on influencing the political structures.

A somewhat higher percentage (57%) of male students receive financial aid and assistance than do female students (40%), and the average aid is larger for males (\$1,600) than for females (\$1,187) (50). Note that although the proportion of students receiving aid and assistance has remained fairly constant, the average amount of that aid and assistance has doubled in the past five years.

Size and Composition of the Student Body

No one who is concerned with the future of Lindenwood has been unaware of the changes in the size of the student body in the past

several years. The number of students present in the Fall Term rose to over eight hundred in 1965 and again in 1966 but declined in the following years. In September of 1969 there was a reversal of the downward trend when total student enrollment increased by sixty-five students. The increase resulted from an increase of forty in the freshman class and an increase of sixty-two special students while at the same time the sophomore, junior, and senior classes decreased (23).

The size of the freshman class had been declining since 1965. It is hoped that the increase that occurred this year represents a true reversal of the previous downward trend. The sophomore class size has fallen considerably from its high in 1966; with the reversal of the freshman class size this year we may see a consequent reversal next year in the trend of sophomore class sizes. The sizes of the junior and senior classes have been dropping, and unless there is a significant influx of transfer students into these classes we can expect them to drop again next year.

The percentage of day students has been rising in the freshman and sophomore classes while the percentage of resident students has been dropping (24). This shift has significance in the operation of the dormitories and the dining hall and therefore an impact of the total institutional budget.

There are a number of ways of measuring retention of students. One way is to consider the fraction of freshmen who later are present at Lindenwood for their senior year. Table 25 shows no significant trend in this retention factor over the past seven years although one year stands out. However the reader is referred to the retention data which is reported in Table IV, page 33, of the NCA report, Part II, which is also entitled Basic Institutional Data. Table IV presents attrition rates over the past five years. One can convert percent attrition to percent retention by subtracting the percent attrition from 100. Table IV presents what might be called the freshman-sophomore, sophomore-junior, and junior-senior attritions. Table 25 presents freshman-senior retention, and the bottom entry deals with the freshman class which entered in 1966. Significant changes in freshman-sophomore and sophomore-junior attrition occurred *after* 1966 and this appears in Table IV but not in Table 25.

In spite of our attempts to change the sizes of instructional classes, the percent distribution of class size has not changed significantly over the past three years (28). For example, in the years 1967, 1968, and 1969 11, 10, and 11%, respectively, of the classes were in the 20-24 class size bracket.

Faculty Compensation

The remuneration which a faculty member receives can be listed as salary or as compensation. In this terminology salary refers to the gross salary as it appears on the paycheck, and compensation

refers to the sum of the gross salary plus all of the fringe benefits which the college provides, such as the college contribution to social security and retirement, cost of major medical insurance, etc.

In 1966 President Brown selected fourteen colleges for women with which Lindenwood College for Women should compare itself. These colleges are listed in Table 36. You will note that Lindenwood is about two-thirds of the way down the list when average faculty compensation is compared. Note also that 21% was the largest percent change for these colleges for the years 1966 to 1968. When Lindenwood is compared with similar colleges in Missouri (37), our average faculty compensation is the highest.

Tuition Charges

Since faculty compensation is a major part of instructional expenses and since tuition is a major income item which pays for instructional expense, it is well to follow a report of faculty compensation with a report on tuition charges. Lindenwood College is next to the bottom when tuition costs are compared among the colleges selected by President Brown (40); only Temple Buell has a lower tuition fee than Lindenwood. In regard to Temple Buell please note in Table 42 that Temple Buell has the highest charge for room and board. In the state of Missouri Lindenwood's tuition cost is high (44); of the selected Missouri colleges only Westminster has a higher tuition charge.

The Institutional Research Committee consists of

Pres. Brown
Dean Barnett
Prof. Bornmann, Chairman
Prof. Hirschmann
Prof. Konstam
Prof. Moore
Prof. Nord
Mr. Krehmeyer

Stephanie Meszaros

BASIC INSTITUTIONAL DATA

THE LINDENWOOD COLLEGES

Table 1
PERCENT DISTRIBUTION OF AGE OF ENTERING FRESHMEN^a

Academic Year	AGE					
	17	18	19	20	21	Over 21
1967-1968.....	4.3	35.3	9.3	---	---	0.6
1968-1969.....	3.0	30.7	14.3	0.7	---	0.7
1969-1970.....	7.3	76.5	11.3	2.6	---	1.3
LC I.....	9.4	79.2	9.4	0.9	---	0.9
LC II.....	4.3	70.2	17.0	6.4	---	2.1

Greater than the National Norm

Source: American Council on Education, Office of Research

^aData based on 169,190 entering freshmen students at 270 colleges and universities throughout the country

Table 2
PERCENT DISTRIBUTION OF RACIAL BACKGROUND
OF
ENTERING FRESHMAN

Racial Background	Academic Year				
	1967	1968	1969		
			L.C.	L.C. I	L.C. II
Caucasian.....	96.9	88.9	92.7	91.5	95.6
Negro.....	0.6	7.4	6.6	3.5	2.2
American Indian	---	0.7	---	---	---
Oriental.....	1.2	---	0.7	---	2.2
Other.....	1.2	3.0	---	---	---

Greater than National Norm

Source: American Council on Education, Office of Research

Table 3
PERCENT DISTRIBUTION OF RELIGIOUS BACKGROUND
OF ENTERING FRESHMEN

Religious Background	Academic Year				
	1967	1968	1969		
			L.C.	L.C. I	L.C. II
Protestant.....	88.8	83.0	69.6	78.0	47.8
Roman Catholic.	9.9	8.1	17.1	10.4	32.6
Jewish.....	---	2.2	3.6	3.5	3.7
Other.....	0.6	5.2	1.4	0.9	2.2
None.....	0.6	1.5	3.3	0.9	3.7

Source: American Council on Education, Office of Research

Table 4
PERCENT DISTRIBUTION OF PRESENT RELIGIOUS PREFERENCE
OF
ENTERING FRESHMEN

Religious Preference	Academic Year				
	1967	1968	1969		
			L.C.	L.C. I	L.C. II
Protestant.....	81.1	70.7	51.3	65.1	20.0
Roman Catholic.	11.3	9.0	11.5	10.7	13.3
Jewish	---	3.8	5.4	5.3	4.4
Other.....	1.3	6.0	4.1	2.9	6.7
None.....	6.3	10.5	27.7	15.5	55.6

Source: American Council on Education, Office of Research

PERCENT DISTRIBUTION OF CURRENT POLITICAL PREFERENCE
OF
ENTERING FRESHMEN

Political Preference	The Lindenwood Colleges			
	L.C. I	National Norm	L.C. II	National Norm
Liberal.....	37.6	28.9	60.0	31.9
Middle of the Road.....	31.7	44.9	17.8	39.0
Moderately Conservative..	23.8	22.1	2.2	21.7
Left.....	5.0	2.5	17.8	4.2
Strongly Conservative..	2.0	1.5	2.2	3.1

Source: American Council on Education, Office of Research

Table 6

PERCENT DISTRIBUTION OF TYPE OF COMMUNITY IN WHICH ENTERING FRESHMEN REARED

Academic Year	Type of Community				
	Farm	Small Town	Moderate size Town or City	Suburb	Large Town
1968					
Lindenwood.....	4.4	18.5	36.3	25.2	15.6
National Norm..	10.1	22.1	32.3	21.9	13.7
1969					
Lindenwood.....	3.3	9.2	40.1	34.9	12.5
National Norm	9.7	20.8	33.2	22.6	13.7
L.C. I.....	3.8	9.4	43.4	32.1	11.3
L.C. II.....	2.2	8.7	32.6	41.3	15.2

Greater than National Norm

Source: American Council on Education, Office of Research

Table 7

PERCENT DISTRIBUTION OF ESTIMATED PARENTAL INCOME OF ENTERING FRESHMEN

	1967	1968	1969		
			L.C.	L.C. I	L.C. II
Less than \$4000	0.6	6.3	4.3	4.3	4.4
\$4000-5,999.....	1.9	3.1	5.8	5.4	6.7
6000-7,999.....	7.5	8.6	10.9	10.8	11.1
8000-9,999.....	7.5	8.6	5.8	7.5	2.2
10,000-14,999..	13.8	25.8	24.6	21.5	31.1
15,000-19,999..	10.0	13.3	10.9	10.8	11.1
20,000-24,999..	7.5	12.5	7.2	7.5	6.7
25,000-29,999..	4.4	6.3	9.4	10.8	6.7
30,000 or more.	10.6	15.6	21.0	21.5	20.0
No idea.....	31.3	--	--	--	--

Table 8
PERCENT DISTRIBUTION OF FATHER'S EDUCATION
OF ENTERING FRESHMEN

Year	Grammar School or less	Some High School	High School Grad	Some College	College Degree	Postgrad Degree
1967						
Lindenwood...	5.6	3.7	14.2	23.5	33.3	19.8
National Norm	9.3	14.3	28.2	13.1	17.8	11.3
1968						
Lindenwood...	4.5	4.5	22.4	20.9	25.4	22.4
National Norm	9.7	16.5	29.3	17.9	16.3	9.3
1969						
Lindenwood...	7.9	9.9	13.2	19.1	23.9	21.1
National Norm	9.1	15.3	29.3	13.3	17.6	10.5
L.C. I.....	9.5	10.5	12.4	19.0	24.8	23.3
L.C. II.....	4.3	8.5	14.9	19.1	33.3	14.9

Greater than National Norm

Source: American Council on Education, Office of Research

Table 9
PERCENT DISTRIBUTION OF MOTHER'S EDUCATION
OF ENTERING FRESHMEN

Year	Grammar School or less	Some High School	High School Grad	Some College	College Degree	Postgrad Degree
1967						
Lindenwood...	3.1	6.1	20.2	27.6	37.4	5.5
National Norm	5.9	12.2	42.2	19.8	16.7	3.3
1968						
Lindenwood...	2.2	5.9	24.4	30.4	30.4	6.7
National Norm	5.7	14.1	43.3	19.2	14.7	2.9
1969						
Lindenwood...	4.6	9.9	23.3	25.0	25.0	7.2
National Norm	5.3	13.0	43.3	19.7	15.2	3.4
L.C. I.....	5.7	9.5	25.7	29.5	23.3	5.7
L.C. II.....	2.1	10.6	34.0	14.9	27.7	10.6

Greater than National Norm

Source: American Council on Education, Office of Research

Table 10

PERCENT DISTRIBUTION OF FATHER'S OCCUPATION
OF ENTERING FRESHMEN

	1967	1968	1969		
			L.C.	L.C. I	L.C. II
Businessman.....	42.4	39.1	44.7	47.1	39.1
Engineer.....	11.4	6.8	4.0	4.8	2.2
Doctor	8.2	6.0	5.3	5.8	4.3
Farmer.....	6.3	3.0	2.0	1.9	2.2
Skilled Worker.....	5.7	3.0	4.0	3.8	4.3
Educator(Secondary)	3.2	2.3	2.7	2.9	2.2
Lawyer.....	3.2	6.0	3.3	2.9	4.3
Semi-skilled worker	2.5	6.8	6.0	4.3	8.7
Health Prof(Non Med)	1.9	1.5	2.0	1.9	2.2
Military Career....	1.9	2.3	0.7	---	2.2
Unemployed	1.9	---	---	---	---
Artist(Incl. Perf.)	0.6	0.8	4.0	3.8	4.3
College Teacher....	0.6	1.5	---	---	---
Research Scientist.	0.6	---	1.3	1.0	2.2
Unskilled Worker...	0.6	3.8	4.0	4.8	2.2
Clergyman.....	---	1.5	2.0	2.9	---
Elementary Teacher.	---	---	0.7	1.0	---
Other.....	3.9	15.3	13.3	10.6	19.6

Greater than National Norm

Source: American Council on Education, Office of Research

Table 11
PERCENT DISTRIBUTION OF TYPE OF SECONDARY SCHOOL
OF ENTERING FRESHMEN

Academic Year	Public	Private Denom.	Private Non-Denom	Other
1969				
Lindenwood	78.5	10.1	10.1	1.3
National Norm	81.4	14.6	3.6	0.4
L.C. I	81.4	6.9	9.8	2.0
L.C. II	72.3	17.0	10.6	0.0

— Greater than National Norm

Source: American Council on Education, Office of Research

Table 12
PERCENT DISTRIBUTION OF SECONDARY SCHOOL ACHIEVEMENTS
OF ENTERING FRESHMEN

Achievements	1967	1968	1969		
			L.C.	L.C. I	L.C. II
Had Original Writing Published	24.5	29.6	28.8	24.5	33.3
Major Part in a Play.....	29.4	22.2	26.8	26.4	27.7
Scholastic Honor Society...	38.7	42.2	26.8	30.2	19.1
Elected President of Student Organization.....	27.0	27.4	24.2	22.6	27.7
High Rating State Music Contest.....	17.2	19.3	13.7	18.9	2.1
Edited School Paper.....	17.8	20.7	13.1	13.2	12.8
National Merit Recognition..	6.1	9.6	12.4	7.5	23.4
Varsity Letter.....	9.2	13.3	12.4	8.5	21.3
Award in Art Competition....	4.9	9.3	11.1	11.3	10.6
State-Regional Speech Contest.....	12.3	16.3	5.9	5.7	6.4
State-Regional Science Contest.....	6.1	6.7	2.6	1.9	4.3
NSF Summer Program.....	0.6	0.7	1.3	0.9	2.1

Table 13

PERCENT DISTRIBUTION OF THE AVERAGE GRADE IN HIGH SCHOOL
OF ENTERING FRESHMEN

Academic Year	Average Grade							
	A or A+	A-	B+	B	B-	C+	C	D
1967-1968								
Lindenwood	8.0	8.0	28.2	27.0	13.5	9.2	6.1	--
National Norm	5.8	10.4	19.8	24.8	15.2	13.8	9.7	0.5
1968-1969								
Lindenwood	7.5	11.9	26.9	20.9	17.9	9.7	4.5	0.7
National Norm	5.1	10.1	18.8	25.0	15.6	14.6	10.3	0.5
1969-1970								
Lindenwood	2.6	13.1	13.7	20.3	15.7	19.6	14.4	0.7
National Norm	5.3	10.5	20.4	26.8	15.3	12.7	8.4	0.4
L.C. I	2.8	15.1	13.2	21.7	13.2	19.8	14.2	--
L.C. II	2.1	8.5	14.9	17.0	21.3	19.1	14.9	2.1

Greater than National Norm
Source: Registrar's Office

Table 14

PERCENT DISTRIBUTION OF RANK IN HIGH SCHOOL GRADUATING CLASS
OF FRESHMEN AT LINDENWOOD COLLEGE, 1960-1969

Academic Year	Rank in Class				
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Not Ranked
1960-1961	58%	30%	10%	2%	--
1961-1962	55%	31%	11%	3%	--
1962-1963	51%	36%	10%	3%	--
1963-1964	50%	31%	14%	2%	3%
1964-1965	39%	28%	17%	14%	2%
1965-1966	40%	32%	19%	5%	4%
1966-1967	37%	30%	18%	7%	8%
1967-1968	60%	27%	7%	3%	3%
1968-1969	55%	25%	10%	5%	5%
1969-1970	36%	20%	21%	12%	11%

Source: Registrar's Office

Table 15
SAT SCORES OF FIRST TIME FRESHMEN, 1967-1969

Scores	Verbal						Math					
	1967-68		1968-69		1969-70		1967-68		1968-69		1969-70	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
Total	<u>167</u>		<u>143</u>		<u>178</u>		<u>167</u>		<u>143</u>		<u>178</u>	
Above 650.....	9	5%	8	6%	14	8%	5	3%	10	7%	15	8%
600 - 649.....	18	11%	14	10%	11	6%	10	6%	13	9%	8	5%
550 - 599.....	27	17%	17	12%	22	12%	34	20%	18	13%	23	13%
500 - 549.....	44	26%	23	16%	27	15%	29	17%	26	18%	20	11%
450 - 499.....	40	24%	40	27%	27	15%	45	27%	32	22%	33	19%
400 - 449.....	21	13%	21	15%	33	19%	27	16%	18	13%	29	16%
Below 400.....	6	4%	14	10%	23	13%	15	9%	20	14%	29	16%
Not Ranked.....	2	1%	6	4%	21	12%	2	1%	6	4%	21	12%
Mean Score.....	520		503		499 ^a		502		506		494 ^b	
Median Score.....	518		493		490 ^a		492		492		490 ^b	
Range.....	367-785		336-704		236-755		329-749		290-723		280-300	

Source: Registrar's Office and the Admissions Office

^aWhen disadvantaged students and those not carrying a full course load are excluded the mean score is 520.3 and the median is 496.7

^bWhen students described in a are excluded the mean score is 510.8 and the median score is 491.7

Table 16
SAT SCORES OF FIRST TIME FRESHMEN AT L.C. I AND L.C. II, 1969

Scores	Verbal				Math			
	L.C. I		L.C. II		L.C. I		L.C. II	
	No.	%	No.	%	No.	%	No.	%
Total	<u>121</u>		<u>57</u>		<u>121</u>		<u>57</u>	
Above 650.....	3	2%	11	19%	2	2%	13	23%
600 - 649.....	6	5%	5	9%	4	3%	4	7%
550 - 599.....	12	10%	10	18%	12	10%	11	19%
500 - 549.....	15	12%	12	21%	13	11%	7	12%
450 - 499.....	21	17%	6	10%	24	20%	9	16%
400 - 449.....	28	23%	5	9%	23	19%	6	11%
Below 400.....	20	17%	3	5%	27	22%	2	3%
Not Ranked.....	16	13%	5	9%	16	13%	5	9%
Mean Score.....	473 ^a		551 ^b		459 ^c		564 ^d	
Median Score.....	459 ^a		549 ^b		455 ^c		567 ^c	
Range.....	308-683		236-755		280-728		362-800	

Source: Registrar's Office and Admissions Office

^a When disadvantaged students and those not carrying a full course load are excluded the mean score is 496.2 and the median is 484.7

^b When exclusions are made the mean score is 560.7 and the median is 456.2

^c When exclusions are made the mean score is 477.8 and the median is 467.7

^d When exclusions are made the mean score is 565.9 and the median is 568.8
Table 17

PERCENT DISTRIBUTION OF THE NUMBER OF APPLICATION TO OTHER COLLEGES

Academic Year	None	1	2	3	4	4	6 or more
1967							
Lindenwood.....	43.6	21.5	22.7	8.0	1.8	1.2	1.2
National Norm...	41.6	21.4	17.0	10.7	5.1	2.5	1.7
1968							
Lindenwood.....	38.6	25.0	21.2	9.1	3.0	2.3	0.8
National Norm...	41.7	21.6	16.9	10.7	5.0	2.4	1.7
1969							
Lindenwood.....	26.8	27.5	13.1	13.1	7.8	3.9	7.8
National Norm...	41.9	22.1	17.1	9.9	4.9	2.3	1.8
L.C.I.....	35.8	29.2	11.3	7.5	6.6	2.8	6.6
L.C.II.....	6.4	23.4	17.0	25.5	10.6	6.4	10.6

Table 18

PERCENT DISTRIBUTION OF PROBABLE MAJOR FIELD
OF STUDY OF ENTERING FRESHMEN

Field of Study	1967	1968	1969		
			E.C.	L.C. I	L.C. II
Education.....	15.4	6.8	8.7	12.7	--
Fine Arts.....	14.2	11.3	22.1	22.5	21.3
Psych., Soc. & Anthro..	13.0	18.0	19.5	20.6	17.0
Humanities.....	11.1	9.0	4.7	3.9	6.4
English.....	10.5	9.3	5.4	4.9	6.4
History Poly Science.	9.3	13.5	7.4	5.9	10.6
Math or Statistics....	4.9	4.5	7.4	5.9	10.6
Undecided.....	1.2	5.3	2.0	1.0	4.3

Source: American Council on Education, Office of Research

Table 19

PERCENT DISTRIBUTION OF PROBABLE CAREER
OCCUPATION OF ENTERING FRESHMEN

Field of Study	1967	1968	1969		
			L.C.	L.C. I	L.C. II
Education..... (Secondary)	15.0	12.9	15.1	17.3	8.9
Elementary Teacher....	14.4	9.3	6.3	9.9	--
Artist(Includ. Perf.).	9.4	12.9	13.5	15.3	24.4
Health Prof.(Non-Med).	5.0	6.8	4.3	6.9	--
Lawyer.....	1.9	1.5	3.4	1.0	8.9
Undecided.....	13.8	15.7	15.3	13.9	20.0

Source: American Council on Education, Office of Research

Table 20
Percent Distribution of Highest Degree Planned
of Entering Freshman

	Bachelor	Masters	PHD	MD DDS DVM	LLB JD	BD	Other	None	Associate or Equivalent
1967									
Lindenwood	41.4	40.7	9.9	0.6	0.6	0.6	0.6	5.6	--
Nat'l. Norm	37.4	39.4	12.1	4.6	1.3	0.4	1.2	2.4	1.3
1968									
Lindenwood	32.8	40.3	17.9	1.5	0.7	--	2.2	3.7	0.7
Nat'l. Norm	37.7	38.8	12.5	3.8	1.2	0.2	1.3	2.6	1.8
1969									
Lindenwood	37.8	35.1	17.6	4.7	--	--	0.7	2.0	2.0
Nat'l. Norm	38.5	39.8	12.5	4.0	1.4	0.3	1.1	0.9	1.4
LC I	46.2	34.6	10.6	4.8	--	--	--	1.9	1.9
LC II	18.2	36.4	34.1	4.5	--	--	2.3	2.3	2.3

Greater than Nat'l. Norm

Source-American Council on Education, Office of Research

Table 21
 Percentage Distribution of Attitudes of Entering
 Freshmen About their Performance While at Lindenwood

Students Estimate That Chances Are Very Good That They Will	Academic Year				
	1967-68	1968-69	1969-70		
			LW	LC I	LC II
Transfer to Another College	34.4	37.8	28.8	33.0	19.1
Join a Social Fraternity or Sorority	43.6	30.4	17.6	23.6	4.3
Get Married While in College	7.4	12.6	12.4	12.3	12.8
Marry within a Year After College	30.7	29.6	23.7	23.8	23.4
Change Career Choice	22.1	30.6	26.5	25.7	28.3
Change Major Field	21.5	25.2	17.8	15.2	23.4
Author a Published Article	11.7	6.7	14.5	8.6	27.7
Be Elected to an Honor Society	5.5	5.2	4.6	4.7	4.3
Obtain Average Grade of A- or more	3.7	2.2	4.6	3.8	6.4
Graduate With Honors	3.7	4.5	4.6	4.7	4.3
Fail one or More Courses	2.5	2.2	3.3	0.9	8.7
Be More Successful than Average	NA	NA	12.8	7.8	24.4
Be Elected to a Student Office	3.7	6.7	4.6	4.7	4.3
Participate in a Demonstration	4.9	8.9	NA	NA	NA
Protest U.S. Military Policy	NA	NA	17.1	17.6	38.3
Protest College Admin. Policy	NA	NA	1.3	2.6	4.3
Protest Racial or Ethnic Policy	NA	NA	13.2	19.6	21.3
Drop Out Permanently After College	1.9	3.0	2.7	2.8	2.4
Drop Out Temporarily	3.1	0.8	1.3	1.9	2.3
Be Drafted While in College	NA	NA	12.3	15.2	22.4
Enlist in Armed Forces Before Graduation	11.7	6.7	14.5	8.6	27.7
Be Elected to an Honor Society	5.5	5.2	4.6	4.7	4.3
Obtain Average Grade of A- or more	3.7	2.2	4.6	3.8	6.4
Greater than National Norm	3.7	4.5	4.6	4.7	4.3
Fail one or More Courses	2.5	2.2	3.3	0.9	8.7
Be More Successful than Average	NA	NA	12.8	7.8	24.4

Source: American Council on Education, Office of Research

Table 22
Percentage Distribution of Objectives of Entering
Freshmen Considered Essential or Very Important

Objectives	1967-68	1968-69	1969-70		
			L.C.	L.C. I	L.C. II
Develop a Philosophy of Life	82.6	83.9	91.5	89.6	95.7
Help Others in Difficulty	75.8	74.1	72.5	72.6	72.3
Join the Peace Corps or Vista	23.1	30.4	NA	NA	NA
Not be Obligated to People	22.4	24.1	25.5	24.5	27.1
Have friends different from me	NA	NA	81.7	86.3	70.2
Raise a family	NA	NA	68.6	75.5	53.2
Influence Social Values	NA	NA	44.7	41.5	52.2
Obtain Recognition from Peers	44.1	37.3	38.2	42.9	27.7
Be an Authority in my Field	68.8	67.7	65.4	67.0	61.7
Succeed in my Own Business	39.0	35.1	40.5	39.6	42.6
Be very well off financially	36.0	34.8	40.1	42.5	34.0
Be administratively responsible	10.7	10.5	11.7	11.5	12.8
Contribute to scientific theory	5.0	7.4	7.2	5.7	10.9
Become a community leader	24.8	25.2	17.6	17.0	18.1
Have active social life	NA	NA	59.3	63.8	48.9
Write original works	22.5	18.5	34.6	26.4	53.2
Achieve in a performing art	22.4	14.8	24.2	23.6	25.5
Create works of art	19.1	25.9	33.3	30.2	40.4
Perform or compose music	1.4	8.1	NA	NA	NA
Become an outstanding athlete	5.6	5.2	17.6	17.0	19.1
Be an expert in finance	4.4	4.5	9.2	10.4	6.4
Keep up with political affairs	55.3	64.2	60.5	63.2	54.3
Influence political structures	NA	NA	23.1	19.8	46.8

▬ Greater than National Norm

Source: American Council on Education, Office of Research

Table 23
NUMBER OF STUDENTS BY CLASS, FALL SEMESTER

Academic Year	Class Level					
	Total	Freshman	Sophomore	Junior	Senior	Special
1960-61	559	271	142	81	54	11
1961-62	636	276	166	102	66	36
1962-63	635	251	151	117	90	26
1963-64	573	243	136	73	100	21
1964-65	697 ^a	347	167	86	73	24
1965-66	803	332	196	120	80	25
1966-67	819 ^b	337	197	138	113	34
1967-68	675	195	177	142	127	34
1968-69	595	162	141	138	123	31
1969-70	<u>660</u>	<u>292</u>	<u>126</u>	<u>125</u>	<u>114</u>	<u>93</u>
L.C. I	542	135	105	111	111	80
L.C. II	128	67	21	14	3	13

^aDoes not include 8 international students who were unclassified until the second semester

^bDoes not include 8 international students who were unclassified until the second semester

Source: Registrar's Office

Table 24
PERCENT DISTRIBUTION OF RESIDENT AND DAY STUDENTS BY CLASS LEVEL

Academic Year	Class Level				
	Freshman	Sophomore	Junior	Senior	Special
1965-1966					
Resident	92%	87%	72%	60%	--
Day	3%	13%	28%	40%	100%
1966-1967					
Resident	90%	82%	79%	67%	13%
Day	10%	18%	21%	33%	87%
1967-1968					
Resident	84%	81%	73%	67%	--
Day	16%	19%	27%	33%	100%
1968-1969					
Resident	88%	82%	72%	63%	--
Day	12%	18%	28%	37%	100%
1969-1970					
Resident	86%	70%	72%	65%	--
Day	14%	30%	28%	35%	100%

Table 35

FRESHMEN WHO RETURN AS SENIORS THREE YEARS AFTER ADMISSION

Academic Year	Freshmen	Academic Year	Seniors	Retention Factor
1960-61	271	1963-64	91	34%
1961-62	276	1964-65	69	25%
1962-63	251	1965-66	74	29%
1963-64	243	1966-67	103	42%
1964-65	34	1967-68	115	33%
1965-66	302	1968-69	116	33%
1966-67	337	1969-70	109	32%

Source: Registrar's Office

Number of Resident, Full Time Day and Special Students,
Fall Semester

Academic Year	Type of Student			
	Special	Resident	Full Time Day	Special Day
1960-61	537	481	75	3
1961-62	636	545	107	20
1962-63	635	569	95	21
1963-64	573	460	92	21
1964-65	705	572	109	24
1965-66	803	654	124	25
1966-67	824	656	134	34
1967-68	675	496	145	34
1968-69	595	435	129	31
1969-70	<u>660</u>	<u>426</u>	<u>141</u>	<u>93</u>
LC I	542	346	116	80
LC II	118	80	25	13

Source: Registrar's Office

PLACE OF RESIDENCE OF LINDENWOOD STUDENTS^a
PERCENT DISTRIBUTION

STATE	Academic Year									1969		
	1960	1961	1962	1963	1964	1965	1966	1967	1968	L.C.	LC I	LC II
Missouri	33	34	39	40	30	28	31	34	34	39	39	37
Illinois	11	12	14	15	13	15	13	13	11	11	13	4
Oklahoma	6	4	4	4	4	4	3	4	4	4	5	1
Iowa	5	6	6	5	5	3	3	2	2	2	2	1
Kansas	5	3	4	3	3	3	2	2	2	1	2	--
Texas	5	5	3	4	3	3	6	6	6	4	3	1
Arkansas	3	5	5	6	4	5	4	4	4	4	5	--
Ohio	3	4	5	5	4	3	2	2	2	2	2	2
New York	0.6	0.7	0.7	1	3	3	5	3	3	5	5	6
New Jersey	0.6	0.7	1	2	3	4	5	3	3	3	2	3
Mass.	0.4	0.7	0.8	0.7	0.4	2	2	1	2	2	1	9

Source: Registrar's Office

^aStates contributing 5 percent of the student body in a given year

Table 28
Class Size - First Term 1967-69

Class Size	Year					
	1969		1968		1967	
	No. of Classes	Per Cent	No. of Classes	Per Cent	No. of Classes	Per cent
Total	171	100.0	173	100.0	189	100.0
1-4	19	11	23	13	24	13
5-9	44	26	48	27	39	21
10-14	36	21	31	18	44	23
15-19	26	15	27	16	27	14
20-24	19	11	18	10	20	11
25-29	8	5	10	6	12	6
30-34	4	2	7	4	8	4
35-39	7	4	2	1	5	3
40-44	5	3	3	2	5	3
45-49	2	1	1	1	3	1
50 or over	3	2	3	2	2	1
Mean Size	13.3		15		16	
Median Size	13		13		13.6	
Range	1-49		1-60		1-73	

Table 29

Class Size - First Term, 1969

Class Size	Total	Humanities	Social Sciences	Sciences	Sec. Inst.	Phys. Ed.	Lind. Comm.
Total	<u>171</u>	<u>73</u>	<u>39</u>	<u>22</u>	<u>7</u>	<u>21</u>	<u>9</u>
1-4	19	8	2	3	3	3	-
5-9	44	20	9	5	2	8	-
10-14	36	13	8	6	2	7	-
15-19	26	14	4	4	-	2	2
20-24	19	8	3	1	-	-	7
25-29	8	7	1	-	-	-	-
30-34	4	1	2	1	-	-	-
35-39	7	2	3	1	-	1	-
40-44	3	-	2	1	-	-	-
45-49	2	-	2	-	-	-	-
50 & over	3	-	3	-	-	-	-
Number of Independent Studies	18	7	8	3	-	-	-

Table 30

Class Size by Level of Course

Class Size	Total	Under 100	100- 199	200- 299	300- 399	400
Total	<u>171</u>	<u>38</u>	<u>43</u>	<u>33</u>	<u>56</u>	<u>1</u>
1-4	19	7	-	2	10	-
5-9	44	12	1	8	23	-
10-14	36	9	6	6	15	-
15-19	26	6	11	4	4	1
20-24	19	1	10	7	1	-
25-29	8	1	4	2	1	-
30-34	4	-	3	1	-	-
35-39	7	2	3	1	1	-
40-44	3	-	2	1	-	-
45-49	2	-	1	-	1	-
50 & over	3	-	2	1	-	-

Table 31
Size of Classes, January Term, 1968 and 1969

Class Size	Year			
	1969		1968	
	No. of Classes	Per- cent	No. of Classes	Per- cent
Total	<u>39</u>		<u>45</u>	
1-4	5	13	3	18
5-9	12	31	9	20
10-14	3	21	9	20
15-19	5	13	8	13
20-24	4	10	5	12
25-29	1	3	1	2
30-34	-	-	1	2
35-39	-	-	-	-
40-44	2	5	1	2
45-49	1	3	1	2
50 and over	1	3	2	4
Mean Size	14.6		15.8	
Median Size	11.0		13.0	
Range	2-50		2-60	

Table 32

NUMBER OF FULL-TIME AND PART-TIME FACULTY

YEAR	TOTAL		PROFESSORS		ASSOCIATE PROFESSORS		ASSISTANT PROFESSORS		INSTRUCTORS		LECTURERS
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	
1956-1957	45	2	18	--	13	--	11	--	3	2	--
1959-1960	48	10	20	1	16	--	5	2	7	7	--
1963-1964	54	6	20	1	17	--	10	3	7	2	--
1965-1966	44	--	19	3	15	--	14	2	7	10	--
1966-1967	59	16	18	3	16	--	17	2	8	11	1
1967-1968	59	8	17	--	16	--	16	2	10	6	---
1968-1969	53	7	16	--	14	1	18	1	5	5	--
1969-1970	53	12	15	2	14	--	19	3	5	7	--

Source: The President's Office

Table 33

NUMBER OF FULL-TIME AND PART-TIME FACULTY BY DIVISION
1965 - 1969

Rank	1965-1966		1966-1967		1967-1968		1968-1969		1969-1970	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
TOTAL	<u>55</u>	<u>15</u>	<u>59</u>	<u>16</u>	<u>59</u>	<u>8</u>	<u>53</u>	<u>7</u>	<u>53</u>	<u>12</u>
PROFESSOR	<u>19</u>	<u>3</u>	<u>18</u>	<u>3</u>	<u>17</u>	--	<u>16</u>	--	<u>15</u>	<u>2</u>
Humanities	9	3	8	1	7	--	7	--	6	1
Sciences	4	--	4	--	4	--	4	--	4	--
Social Sciences	5	--	5	2	5	--	4	--	4	1
P. E.	1	--	1	--	1	--	1	--	1	--
ASSOCIATE PROFESSOR	<u>15</u>	--	<u>16</u>	--	<u>16</u>	--	<u>14</u>	<u>1</u>	<u>14</u>	--
Humanities	9	--	11	--	10	--	8	1	8	--
Sciences	2	--	3	--	2	--	1	--	2	--
Social Sciences	3	--	2	--	2	--	3	--	2	--
P. E.	1	--	--	--	1	--	1	--	1	--
Sec. Inst.	--	--	--	--	1	--	1	--	1	--
ASSIST. PROFESSOR	<u>14</u>	<u>2</u>	<u>17</u>	<u>2</u>	<u>16</u>	<u>2</u>	<u>13</u>	<u>1</u>	<u>19</u>	<u>3</u>
Humanities	7	1	9	1	8	--	8	--	7	1
Sciences	2	1	2	1	1	1	3	1	4	1
Social Sciences	3	--	3	--	6	1	7	--	8	1
Home Ec.	2	--	2	--	--	--	--	--	--	--
P. E.	--	--	1	--	1	--	--	--	--	--
INSTRUCTOR	<u>7</u>	<u>10</u>	<u>8</u>	<u>11</u>	<u>10</u>	<u>6</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>7</u>
Humanities	5	5	3	9	7	4	2	4	3	3
Sciences	--	3	1	2	1	1	--	1	--	--
Social Sciences	--	1	1	--	1	1	1	--	--	3
P. E.	2	1	3	--	1	--	2	--	2	1
VISITING LECTURER	--	--	--	<u>1</u>	--	--	--	--	--	--
Humanities	--	--	--	1	--	--	--	--	--	--

Source: The President's Office

Table 34
Faculty Age by Rank

Age	Rank											
	Professors			Associate Professors			Assistant Professors			Instructors		
	1967 1968	1968 1969	1969 1970	1967 1968	1968 1969	1969 1970	1967 1968	1968 1969	1969 1970	1967 1968	1968 1969	1969 1970
66-70	2	2	2	-	-	-	-	-	-	-	-	-
61-65	4	2	2	1	1	2	-	-	-	-	-	-
56-60	3	5	4	3	2	1	-	1	-	-	-	-
51-55	2	1	1	2	1	1	-	-	-	1	-	-
46-50	3	2	1	3	3	4	2	2	1	-	-	-
41-45	2	1	1	3	6	3	-	1	1	-	-	-
36-40	1	3	4	3	-	2	3	3	4	-	-	-
31-35	-	-	-	1	1	1	5	4	7	1	2	2
26-30	-	-	-	-	-	-	5	7	6	7	1	3
21-25	-	-	-	-	-	-	1	-	-	1	2	-

Source: The President's Office

Table 35
Full Time Faculty Turnover by Highest Degree and Rank

Year Did Not Return	Rank and Degree											
	Professor			Associate Professor			Assistant Professor			Instructor		
	Phd	M	B	Phd	M	B	Phd	M	B	Phd	M	B
1956	2	-	-	1	1	-	-	-	-	-	-	1
1959	-	1	-	1	-	-	-	-	-	-	-	2
1963	-	-	-	1	-	-	-	4	-	-	-	-
1966	-	-	-	-	-	-	-	2	1	-	2	-
1967	2	-	-	-	1	-	-	8	-	-	5	1
1968	4	-	-	1	2	-	-	4	-	-	4	-
1969	-	1	-	1	1	-	1	5	-	-	1	-

Source: The President's Office

Table 36
Average Faculty Compensation of Selected
Colleges in the United States

Colleges	Academic Year			% Change 1966-68
	1966-67	1967-68	1968-69	
Mt. Holyoke	12,819	13,323	14,232	+11%
Scripps	11,701	12,039	13,600	+16%
Mills	11,345	12,436	13,360	+13%
Goucher	11,506	12,035	12,770	+11%
Temple Buell	---	11,651	12,482	--
Wilson	10,815	11,582	12,472	+13%
MacMurray	11,090	11,317	12,306	+11%
Chatham	11,215	11,903	12,304	+9%
Pitzer	10,737	11,127	12,087	+11%
Lindenwood	9,908	11,057	12,012	+21%
Bennington	10,735	11,055	11,975	+11%
Beaver	9,783	11,045	11,831	+21%
Wells	10,524	10,967	11,603	+10%
Hood	9,495	10,423	10,903	+13%

Source: AAUP Bulletins

Table 37
Average Faculty Compensation of Selected
Colleges in Missouri 1966-1968

Colleges	Academic Year			% Change 1966-68
	1966-67	1967-68	1968-69	
Lindenwood	9,908	11,057	12,012	+21%
Westminster	10,082	10,807	11,674	+16%
Park	8,760	10,230	11,130	+27%
Stephens	9,250	9,842	10,544	+14%
Webster	NR	8,682	10,047	
Maryville	7,324	8,206	8,770	+20%
Fontbonne	NR	NR	NR	
Tarkio	NR	NR	NR	
William Woods	NR	NR	NR	

Source: AAUP Bulletins

Table 38
Salaries of Full Time Faculty by Rank

Range	Professors			Associate Professors			Assistant Professors			Instructors		
	1967-1968	1968-1969	1969-1970	1967-1968	1968-1969	1969-1970	1967-1968	1968-1969	1969-1970	1967-1968	1968-1969	1969-1970
17,000-17,999	-	-	1	-	-	-	-	-	-	-	-	-
16,000-16,999	-	1	2	-	-	-	-	-	-	-	-	-
15,000-15,999	4	4	3	-	-	2	-	-	-	-	-	-
14,000-14,999	1	2	6	-	1	1	-	-	-	-	-	-
13,000-13,999	5	5	-	-	2	-	-	-	-	-	-	-
12,000-12,999	4	3	2	2	1	4	-	-	1	-	-	-
11,000-11,999	3	1	1	4	4	4	-	-	1	-	-	-
10,000-10,999	-	-	-	7	4	2	1	5	6	-	-	-
9,000- 9,999	-	-	-	1	1	-	5	10	10	1	-	-
8,000- 8,999	-	-	-	2	1	1	9	3	1	1	3	5
7,000- 7,999	-	-	-	-	-	-	1	-	-	6	2	-
6,000- 6,999	-	-	-	-	-	-	-	-	-	2	-	-
Total	17	16	15	16	14	14	16	18	19	10	5	5

Table 39
Compensation of Faculty by Rank 1967-1969

	Maximum Compensation	Average Compensation	Minimum Compensation
Professor			
1967-68	\$16,096	\$14,281 (C)	\$11,896 (C)
1968-69	17,256	14,919 (C)	12,384 (C)
1969-70	18,381	15,789 (C)	12,969 (C)
Associate Professor			
1967-68	13,471	11,406 (C)	9,061 (C)
1968-69	14,784	12,464 (B)	9,451 (C)
1969-70	16,216	13,215 (B)	9,901 (C)
Assistant Professor			
1967-1968	10,346	9,259 (B)	7,906 (B)
1968-69	11,030	10,029 (B)	8,443 (B)
1969-70	14,091	10,850 (B)	9,466 (A)
Instructor			
1967-68	9,346	7,893 (B)	7,276 (AA)
1968-69	8,779	8,573 (A)	8,021 (AA)
1969-70	9,515	9,062 (A)	8,666 (AA)

Source: AAUP Reports

Table 40
Tuition Costs at Selected Colleges in the United States

Colleges	Academic Year			
	1959-60	1963-64	1967-68	1969-70
Bennington, Vt.	1600	NA	2700	2700
Wells, N. Y	NA	NA	NA	2320
Ft. Holyoke, Mass.	NA	1600	1850	2100
MacMurray, Ill.	700	1300	1600	2050
Pitzer, Calif.	---	----	1700	2000
Wilson, Pa.	1000	1400	NA	2000
Beaver, Pa.	800	1250	1700	1972
Chatham, Pa.	900	1600	NA	1900
Mills, Calif.	1050	1360	1600	1850
Hood, Md.	900	1200	1600	1850
Goucher, MD.	1050	1200	1600	1800
Lindenwood	650	1150	1400	1750
Temple Buell	NA	1050	1550	1649

Table 41

Total Tuition and Fees at Selected Colleges
in the United States

College	Academic Year			
	1959-60	1963-64	1967-68	1969-70
Bennington, Vt.	2265	2965	3865	3865
Pitzer, Calif.	----	----	3060	3505
Mills, Calif.	2160	2560	2995	3455
Scripps, Calif.	1960	2540	2995	3410
Beaver, Pa.	1582-1782	2332	2887	3400
Mt. Holyoke	2300	2865	3165	3400
Wells, N. Y.	2365	2715	3122	3300
Goucher, Md.	2228	2513	3028	3264
Temple Buell	N.A.	2665	3204	3214
MacMurray, Ill.	1656	2 211	2605	3100
Wilson, Pa.	2000	2415	2945	3100
Chatham, Pa.	2000	2710	2970	3050
Hood, Md.	1879	2258	2908	3000
Lindenwood	1580	2050	2535	2950

Source: American Universities and Colleges, American Council on Education

Table 42

Room & Board Costs at Selected Colleges in the United States

College	Academic Year			
	1959-60	1963-64	1964-68	1969-70
Temple Buell	NA	1200	1550	1565
Mills, Calif.	1000	1070	1230	1415
Goucher, Md.	1150	1250	1350	1400
Pitzer, Calif.	----	----	1250	1350
Mt. Holyoke, Mass.	NA	1150	1200	1300
Beaver, Pa.	700-900	1000	1100	1200
Bennington, Vt.	NA	NA	1150	1150
Chatham, Pa.	1050	1050	NA	1150
Hood, Md.	925	1000	1100	1150
Lindenwood	890	850	1035	1150
Wilson, Pa	1000	1000	NA	1100
MacMurray, Ill.	870	800	865	1050
Wells, N. Y.	NA	NA	NA	980

Table 43
Total Tuition and Fees at Selected Colleges
in Missouri, 1959-1969

College	Academic Year			
	1959-60	1963-64	1967-68	1969-70
Stephens	NA	2620	2920	3020
Lindenwood	1580	2050	2535	2950
Maryville	1540	1870	2580	2800
Webster College	1435	1965	2390	2750
Westminster	1620	2060	2515	2750
William Woods	NA	2475	2575	2650
Park	1400	1609	2160	2600
Tarkio	995	1635	2379	2440
Fontbonne	1430	1800	2015	2350

Source: American Universities and Colleges, American Council on Education

Tuition Cost at Selected Colleges in
Missouri, 1959-1969^a

College	Academic Year			
	1959-60	1963-64	1967-68	1969-70
Westminster	900	1200	1600	1800
Lindenwood	650	1150	1400	1750
Webster College	600	1000	1280	1600
Park	700	850	1060	1600
Maryville	600	750	1250	1500
Tarkio	440	800	1280	1400
Fontbonne	600	850	1000	1350

Source: American Universities and Colleges, American Council on Education

^aAverage tuition and academic cost for public junior colleges in the St. Louis area for the 1969-70 school year is \$280

Table 45

Room & Board Costs at Selected Colleges in Missouri

College	Academic Year			
	1959-60	1963-64	1967-68	1969-70
Maryville	900	1100	1300	1300
Lindenwood	890	850	1035	1150
Webster College	780	900	1090	1110
Tarkio	525-M 550-W	660	930	1040
Fontbonne	800	900	950	1000
Park	700	700	920	1000
Westminster	720	850	900	900

Source: American Universities and Colleges, American Council on Education

Table 46

	1969-70		1968-69				1967-68	
	Budget	Percent	Budget	Percent	Actual	Percent	Actual	Percent
<u>INCOME</u>								
Tuition & Fees	\$1,030,917	42.7	\$ 856,150	42.2	\$ 900,828 (1)	42.9	\$ 897,400	44.3
Endowment	494,112	20.5	358,250	17.6	407,507 (2)	19.4	359,329	17.7
Gifts & Grants	210,000	8.7	214,925	10.6	188,257	9.0	121,317	6.0
Aux. Enterprises	645,800	26.8	575,190	28.3	576,088	27.4	630,144	31.1
Miscellaneous	31,494	1.3	25,500	1.3	27,474	1.3	17,853	0.9
	<u>\$2,412,323</u>		<u>\$2,030,015</u>		<u>\$2,100,154</u>		<u>\$2,026,043</u>	
<u>EXPENSES</u>								
Instructional & Library	918,553	35.6	826,727	39.7	897,315 (3)	38.3	897,194	38.7
Admin. & Student Services	404,451	15.7	336,786	16.2	344,737	14.7	267,871	11.6
General Institutional	248,011	9.6	163,323	7.8	170,546	7.3	257,074 (6)	10.8
Plant	300,207	11.6	235,800	11.3	288,169 (4)	12.3	304,362	13.1
Student Aid	265,655	10.3	173,810	8.3	250,369	10.7	114,086	4.9
Auxiliary Enterprises	441,402	17.1	347,282	16.7	390,244 (5)	16.7	478,822	20.6
	<u>\$2,579,279</u>		<u>\$2,083,728</u>		<u>\$2,341,380</u>		<u>\$2,319,409</u>	
Net Income	(\$ 166,956)		(\$ 241,266)				(\$ 293,366)	
Part-time Faculty	12		7				8	
Full-time Faculty	53		53				59	
Full-time Students	426 Resident (346 women 80 men)		435 Resident				496 Resident	
	141 Day (110 women, 25 men)		129 Day				145 Day	
Part-time Students	93 (80 women, 13 men)		31				34	
	660		595				675	
	<u>1969-70</u>		<u>1968-69</u>				<u>1967-68</u>	
Faculty Salary	645,267		649,259				670,451	
Faculty Benefits	45,000		42,917				43,277	

- (1) Larger than budgeted Day Students Income
- (2) Result of Syers Estate
- (3) Communication Arts - January Term - Summer School - Not Budgeted
- (4) Salary and Repair and Maintenance - Under budgeted
- (5) Residence Halls, Food Service - Under budgeted
- (6) Student Promotion - budgeted under General Institutional 1968.

Consolidated with Admissions under Admin. & Student Services 1969

Table 47

PERCENT DISTRIBUTION OF MAJOR SOURCE OF FINANCIAL SUPPORT OF ENTERING
FRESHMEN DURING THEIR FRESHMAN YEAR

Year	Personal Savings or Employment	Parental or Family Aid	Repayable Loan	Scholarship Grant or Other Gift
1967				
Lindenwood	6.1	81.6	3.1	12.3
National Norm	21.4	57.0	16.9	21.5
1968				
Lindenwood	3.7	72.6	3.0	34.1
National Norm	22.5	51.9	18.7	23.2
1969				
Lindenwood	6.5	63.4	12.4	36.6
National Norm	24.9	49.6	15.7	23.1
L.C. I	5.7	68.9	10.4	29.2
L.C. II	8.5	51.1	17.0	53.2

Greater than National Norm

Source: American Council on Education, Office of Research

Table 48

PERCENT DISTRIBUTION OF CONCERN OF ENTERING FRESHMEN
ABOUT FINANCING EDUCATION

Year	None	Some	Major
1967			
Lindenwood	45.1	51.9	3.1
National Norm	33.1	57.8	9.0
1968			
Lindenwood	43.0	47.4	9.6
National Norm	33.0	57.7	9.2
1969			
Lindenwood	36.6	52.3	11.1
National Norm	32.4	57.1	10.5
L.C. I	40.6	50.0	9.4
L.C. II	27.7	57.4	14.9

Greater than National Norm

Source: American Council on Education, Office of Research

TABLE 49

TOTAL STUDENT AID AND ASSISTANCE
TYPE OF STUDENT AID, AMOUNT AND NUMBER OF STUDENTS, 1965-1969

Type of Student Aid/ Assistance	Academic Year													
	1965-1966		1966-1967		1967-1968		1968-1969		1969-1970					
									L.C.		L.C. I		L.C. II	
	Amount	No. of Stu	Amount	No. of Stu	Amount	No. of Stu	Amount	No. of Stu	Amount	No. of Stu	Amount	No. of Stu	Amount	No. of Stu
Total	\$218,933	NA	\$247,207	NA	\$235,020	NA	\$298,387	NA	\$362,427	NA	\$255,210	NA	\$107,217	NA
Self Help	68,813	251	79,335	254	69,990	238	43,967	153	64,705	190	53,605	161	11,100	29
Grants	61,070	104	64,965	104	59,670	97	84,230	123	139,553	139	86,495	95	53,050	44
Scholarships	39,020	110	37,222	105	40,519	106	92,400	123	91,770	156	50,295	134	33,475	22
N.D.S.L.	25,660	47	23,050	42	24,235	49	30,389	63	10,960	40	16,635	37	2,325	3
L. C. Loans	12,920	35	15,125	41	8,975	22	7,995	21	2,475	7	2,475	7	--	--
Foreign Faculty	9,350	9	12,175	10	9,131	8	14,200	11	13,225	9	13,225	9	--	--
Children	2,100	3	3,200	4	3,200	4	5,250	5	9,050	7	5,300	4	3,750	3
E.O.G.	NA	--	12,135	19	19,300	30	19,960	35	22,609	27	19,100	23	3,509	4
Number of Dis. Students		335		345		307		260		282		215		67

Source: Business Office

Table 50

TOTAL NUMBER OF STUDENTS AND NUMBER AND PROPORTION
ON STUDENT AID AND ASSISTANCE AND AVERAGE AMOUNT, 1965-1969

Academic Year	Total No. of Students	Students Receiving Aid/ Assistance	Proportion of Students on Aid/ Assistance	Average Amount of Aid Assistance
1965-1966	803	335	42%	\$ 654
1966-1967	824	345	42%	\$ 717
1967-1968	675	307	45%	\$ 766
1968-1969	595	260	44%	\$1,148
1969-1970	660	282	43%	\$1,285
L.C. I	542	215	40%	\$1,187
L.C. II	118	67	57%	\$1,600

Source: Business Office

Meszaros

May 1, 1970

To: Members of the Educational Policies Committee
From: Howard A. Barnett

Educational Policies Committee

Agenda

Monday, May 4, 12:00 to 1:00 p.m., Small Dining Room

- I. Minutes of the April Meeting
- II. Old Business
 - A. Mathematics Department proposal to increase the maximum from 12 to 16 courses for the area of concentration.
 - B. Modern Language Department proposal concerning 1/2 course credit for students in elementary classes when they have had two or more years of high school language.
- III. New Business
 - A. Proposal to drop the Accelerated Degree Program as presently constituted and leave such matters to the departments. Mr. Hood
 - B. Report from the Divisions
 - Humanities - Mr. Conover
 - Natural Science/Mathematics - Mr. Bornmann
 - Social Science - Mr. Moore
 - C. Others

The Educational Policies Committee meeting announced for 5:00 p.m., May 4, is on a different subject and should not be confused with this meeting.

cc: All Faculty. (By copy of this agenda, the faculty is informed of the content of this meeting and invited to submit subjects for consideration or express their points of view to those who will be in attendance.)



May 1, 1970

To All Graduating Seniors and Faculty

At the April 15 meeting of the faculty, a proposal from the seniors at Lindenwood College concerning final examinations was approved. The faculty has agreed to exempt graduating seniors from final examinations under certain circumstances.

Any senior who will finish his or her graduation requirements at the end of the spring term, and who has a grade point average of 3.0 or above in a course may be excused from the final examination in that course. The instructor has the option to require an examination if he feels it is to the advantage of the student and, of course, a senior may take the examination if he or she wishes. Under this plan it is the responsibility of the graduating senior to consult with the instructor to determine whether or not a final examination is to be taken.

Under the provisions of the proposal as passed by the faculty students who are returning credit and graduating at the end of the summer will not be eligible.

Howard A Barnett
Howard A. Barnett

HAB:cs

THE LINDENWOOD COLLEGES

ST. CHARLES, MISSOURI

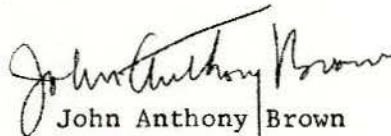
The President's Room

May 1, 1970

TO MEMBERS OF THE FACULTY, ADMINISTRATION, AND STAFF:

The following is a list of commencement activities:

1. Baccalaureate service, Lindenwood College Chapel, 7:30 p.m., Friday, May 29. The guest speaker will be The Reverend George Jay Warheit, Ph.D., University of Florida, College of Medicine, and former faculty member of Lindenwood College.
2. President and Mrs. Brown's reception, assisted by Linden Scroll, for seniors and their guests, faculty, administration and staff, New Fine Arts Building, following baccalaureate. Please consider this your invitation to the reception, an invitation which includes husbands and wives.
3. Commencement exercises, 10:30 a.m., Saturday, May 30. The address will be delivered by The Honorable John C. Danforth, Attorney General, State of Missouri.
4. Luncheon for seniors and their guests, faculty, administration, and staff, Ayres Dining Room, Saturday, May 30. The prices for those other than graduating seniors will be: adults-\$1.00; children-50¢. Please let Mrs. Jackson in my office know if you plan to attend the luncheon.


John Anthony Brown
President

JAB:PJ

Miss Mezgaros

Lindenwood College
St. Charles, Missouri

Minutes

Special Meeting of the Faculty as
Committee of the Whole on the Constitution

May 20, 1970

The special meeting of the Faculty of Lindenwood College was held in the New Fine Arts Building Wednesday, May 20, 1970, at 9 a.m., with a regular meeting following. Dean Barnett presided, and Mr. Conover gave the invocation.

Announcements:

1. Mr. Nichols announced that the softball game scheduled for this afternoon has been canceled and that it will probably be rescheduled for Friday.
2. Miss Banks invited the faculty to see the exhibit in Room 213 of the New Fine Arts Building by the Art in Elementary Schools class.

The meeting was turned over to Mr. Feely, Chairman of the Constitution Committee, for further discussion of the proposed constitution. The following points were discussed and changes made:

1. The Constitution Committee was not sure whether a consensus had been reached on Item 10, page 2, of the minutes of May 6 (Item IV - Ala, p. 4, of the Proposed Faculty Constitution). Mr. Bartholomew moved that the item be confirmed, with "by the Dean of the Faculty" omitted. There was no second.

Miss Ambler moved an amendment to specify that "list of the faculty" be "members of the division previously approved by the Dean of the Faculty." The amendment was seconded and passed.

2. Under Item III, Mr. Feely suggested that Item G be added: "Other administrative personnel with faculty status may be designated in the bylaws to serve as either regular or ex officio members of the committees that relate to their areas of responsibility."

Mr. Bartholomew moved that addition, Miss Sibley seconded, and the motion carried.

3. Dean Barnett moved that Item IV - B2e be added under Duties of the Department Chairman: "He shall confer with the division chairman when the curricular matters in the department affect the other departments in the division." Mr. Bartholomew seconded; after some objections and discussion, the motion passed.
4. Item V - A. Mr. Bartholomew moved the following amendment: "In making specific appointment, the President acts in consultation with the department chairman." Mr. Konstam seconded, and the amendment was accepted.

(When someone raised the question of confusion caused by consultations with Faculty Council, department, and/or persons, Miss Sibley suggested that careful indexing will minimize this problem.)

5. Item V - A. The last line is to be changed to: "In making specific appointments, the President acts in consultation with the department chairman."
6. Item V - A1 (Add 1 since a second paragraph is to be inserted later.)
Change to read: "A member of the Faculty may apply for sabbatical leave after completion of six years of full-time service prior to each leave."

Miss Ambler asked if librarians are eligible for sabbatical leave; also, if they are faculty or administration. Librarians are considered faculty and are eligible.

(Mr. Hendren suggested that the bylaws should indicate whether faculty members on sabbatical leave can vote by proxy.)

7. Item VI - B2. Change the last sentence to read: "Members called for such duty will have the privilege of returning to the service of the Colleges at the beginning of the term following their release from duty provided the Colleges have been notified at least six months in advance so that arrangements can be appropriately made."
8. Item VI - B4. Change College's to Colleges'.
9. Item VII - A. After discussion of the provision in the old constitution that a faculty member "may retire at 65 and must retire at 70," a motion was made, seconded, and defeated that "With the consent of the faculty member and upon the invitation of the appropriate officer, the Board of Directors may continue him under annual contract."

Mr. Bartholomew then moved that Item V - A2 be added under Appointments to read: "Persons over 65 may be appointed on annual contract according to the usual practices of the Colleges." This motion was seconded and approved.

10. Item VII - A, B, and C were then accepted.
11. Item VIII was accepted.
12. Item IX was accepted.

Mr. Feely adjourned the meeting of the Committee of the Whole, and Dean Barnett returned to the chair.

Mr. Bartholomew moved that we adopt the constitution as presented by the Committee of the Whole. Mr. Feely seconded. After some objections and discussion, it was moved, seconded, and passed that the Special Meeting of the Faculty as Committee of the Whole on the Constitution be adjourned and a regular Faculty Meeting be held in five minutes.

When the faculty reconvened, the motion to accept the constitution was approved, with 32 for, 3 against, and one abstaining.

Dean Barnett suggested that the minutes with the constitution and the recorded vote be sent to the entire faculty.

Mr. Nichols had earlier moved that the Constitution Committee be made a permanent committee of this Constitution; there was no second. Mr. Bartholomew moved that the Constitution Committee be discharged; the motion was seconded. After discussion, Mr. Bartholomew withdrew his motion.

The meeting was then turned over to President Brown, who gave a detailed report of the prolonged discussions with the black students, some of the future plans with them, and the present enrollment picture.

The meeting was adjourned.

Emma Purnell
Secretary of the Faculty

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(Preamble to be written)

I. Academic Freedom and Faculty Status

A. Academic Freedom, Responsibility, and Tenure

The Lindenwood Colleges endorse basic principles of academic freedom, responsibility, and tenure as described below. In general, they subscribe to the statement in regard to academic freedom, responsibility, and tenure issued jointly by the American Association of University Professors in 1940.

1. Academic Freedom

Institutions of higher education are conducted for the common good. At The Lindenwood Colleges, the common good depends upon a free search for truth and its free expression. Hence, it is essential that a faculty member be free to pursue scholarly inquiry, and to voice and publish his conclusions concerning the significance of evidence that he considers relevant. He must be free from the corrosive fear that others, inside or outside the college community, because their vision may differ from his own, may threaten his professional career or the material benefits accruing from it.

Each faculty member is entitled to full freedom in the classroom in discussing the subject which he teaches. Each faculty member, as a citizen of his nation, state, and community must be free from institutional censorship or discipline when he speaks, writes, or acts.

2. Academic Responsibility

The concept of academic freedom must be balanced by the equally important concept of responsibility, shared by the boards of directors (trustees), administrators, faculty members, and students.

The fundamental responsibilities of a faculty member as a teacher and scholar include a maintenance of competence in his field of specialization and the exhibition of such competence in teaching, publications and other professional activities.

Exercise of professional integrity by a faculty member includes recognition that the public will judge his profession and his institution by his statements. Therefore, he should strive to be accurate, to exercise decorum, to show respect for other people, and to avoid creating the impression that he speaks or acts for the whole institution or his department when he speaks or acts as a single faculty member or a private person.

A faculty member should be judicious in the use of controversial material in the classroom.

A faculty member has the responsibility to provide adequate notice of his intention to interrupt or terminate his service to the institution.

3. Academic Tenure

The system of faculty tenure supports the integrity of The Lindenwood Colleges. Tenure means assurance to an experienced faculty member that he may expect to continue in his academic position unless adequate cause for dismissal is demonstrated in a fair hearing, following established procedures of due process.

B. Faculty Status

Faculty status is a matter of shared responsibility. Faculty interest in this matter is represented by the Faculty Council.

1. Faculty Council

The Faculty Council is comprised of as many members as there are departments in the college, one member from each department, plus the Dean of the Faculty who is chairman without vote.

a. Selection

- 1) Each department elects its own Faculty Council representative.
- 2) If a department fails to elect a representative, the Faculty Council themselves select a representative from that department to join them.
- 3) The term of office is one year, and the representative is eligible for re-election.

b. Definition of Terms

When making a decision, the Faculty Council and the Administration share responsibility in one of two ways, following either the principle of consultation or of joint action.

1) Consultation

Consultation means that after discussion with the Administration, the Faculty Council formally present their judgement in the form of a recommendation, vote, or other expression sufficiently explicit to record their position or positions for the Administration. This explicit expression of judgement must take place in time to affect administrative action.

2) Joint Action

Joint action means that agreement to a proposal by both the Faculty Council and the Administration is required for action. Either party has the right to appeal a veto to the Board of Directors Committee on Faculty and Curriculum through procedures outlined in the bylaws.

c. Areas of Responsibility

- 1) To consult with the Administration in the establishment of priorities concerning faculty appointments.
- 2) To consult with the Administration concerning re-appointments, non-renewals of contract, promotions and salary.
- 3) To take joint action with the Administration concerning tenure.
- 4) To take joint action with the Administration concerning dismissal of tenured faculty for incompetence, moral turpitude, or financial exigency.
- 5) To recommend criteria to serve as guidelines for the institution regarding judgements to be made concerning appointments, re-appointments, non-renewals of contract, promotions, salary, and tenure.
- 6) To review proposed bylaws, to amend such proposed bylaws if deemed appropriate, and to present a recommendation thereon to the next succeeding regular faculty meeting (or special meeting in which it is included in the call).

II. Faculty Duties

A. Corporate Duties

1. To determine the membership categories of the Faculty for the purposes of voting (The Board of Directors has established the principle that the President and Vice President and Dean of the Faculty are by nature of their appointments voting members of the Faculty).
2. To determine, in consultation with the Administration, the academic curriculum.
3. To determine the requirements for earned degrees.
4. To determine the nature of the system to be used in grading students in courses.
5. To recommend to the Board of Directors candidates for earned and honorary degrees.
6. To make recommendations to the President and the Dean of the Faculty concerning any other matters of educational policy.

B. Individual Duties

1. To carry out duties described under Academic Responsibility (I, A-2 above).
2. To serve on Faculty Committees. Committee service shall be distributed as equitably as possible.

III. Faculty Committees

- A. All standing committees contain some members elected by the Faculty and some appointed by the President.
- B. All committee members shall serve for one term as the terms are defined for each committee in the bylaws. No member may succeed himself.
- C. The election to standing committees for any academic year shall take place before the end of the preceding academic year. Vacancies in elected positions may be filled at any time.
- D. Unless otherwise indicated, each committee shall elect its own chairman.
- E. All committees shall make at least an annual report to the Faculty in writing at least two weeks before the close of each academic year.
- F. The President of the Colleges and the Dean of the Faculty are ex officio members without vote of all committees, except those on which they serve as regular members.
- G. Other administrative personnel with faculty status may be designated in the bylaws to serve as either regular or ex officio members of the committees that relate to their areas of responsibility.

IV. Faculty Having Administrative Responsibility

A. The Division Chairman

1. Selection

- a. Division chairmen are elected by the faculty of the division, from a list of members of the division previously approved by the Dean of the Faculty.
- b. The term of office is two years, and a chairman is eligible for re-election.

2. Duties

- a. He shall coordinate the various departmental plans for curricular development with the division.
- b. He shall be a member of the Educational Policies Committee.

B. The Department Chairman

1. Selection

- a. Department Chairmen are appointed by the President, on recommendation of the Dean of the Faculty, subject to the consent of the department.
- b. The term of office is for two years, and a chairman is eligible for reappointment.

2. Duties

- a. He shall be responsible to the Dean of the Faculty.
- b. He shall be the administrative officer of his department and shall, by means of departmental meetings and personal consultation, involve his colleagues in the department in the making of decisions. He may also delegate administrative duties.
- c. He shall consult the members of the department as to promotion, tenure, and nonrenewal of contract, and present the results to the Faculty Council.
- d. He shall consult with returning members of the department as to new staff appointments and present the results to the Faculty Council.
- e. He shall confer with the division chairman when the curricular matters in the department affect the other departments in the division.

C. The Librarian

1. Selection

The Librarian shall be appointed by the President on recommendation of the Dean of the Faculty and subject to the consent of the Faculty Council.

2. Duties

- a. The Librarian shall be responsible to the Dean of the Faculty.
- b. With the advice of the Library Committee, the Librarian shall be responsible for formulating such policies as will promote the fullest use of the library by students and faculty and, in general, make the library an effective educational organization.

V. Faculty Appointments and Promotions

A. Appointments

Appointment to the Faculty is made by the President upon the authority granted him by the Board of Directors.

1. In making specific appointments, the President acts in consultation with the department chairman.
2. Persons over 65 may be appointed on annual contract according to the usual practices of the Colleges.

B. Promotions

Promotions, whether they originate in a department or elsewhere, are made by the President in consultation with the Faculty Council.

VI. Leaves of Absence

A. Sabbatical Leave

1. A member of the Faculty may apply for Sabbatical leave after completion of six full years of service prior to each leave.
2. Sabbatical leave shall include a whole academic year or one long term and one short term. The compensation for a Sabbatical leave shall be equal to half salary for one year or full salary for one long term and one short term. A person on Sabbatical leave shall continue to receive the college contribution to his retirement pension and his major medical insurance policy and other fringe benefits. He shall not forfeit his status in connection with salary increments.

B. Other Leaves

Full-time members of the Faculty may be granted leave with or without pay in accordance with the following provisions.

1. Leaves may be granted by the President for special or emergency reasons.
2. Leaves may be granted by the President for military duty or other government service. Members called for such duty will have the privilege of returning to the service of the Colleges at the beginning of the term following their release from duty provided the Colleges have been notified at least six months in advance so that arrangements can be appropriately made.
3. Time spent on leaves mentioned in 1 or 2 above will not be counted in computing the maximum probationary period, assuming the leave is longer than an interim term.
4. Persons on leave, except those on military leave, shall continue to receive the Colleges' contribution to the retirement pension and their major medical insurance policies. They shall not forfeit their status in connection with salary increments. Exception to these provisions is possible only if clearly stipulated as a condition of the leave.

VII. Retirement

- A. A member of the Faculty shall retire from The Lindenwood Colleges on September 1 of the year nearest his 65th birthday.
- B. A member of the Faculty or an officer of administration with long and distinguished service to the Colleges may, upon retirement, be awarded emeritus status.
- C. All changes in retirement plans and fringe benefits are to be made only after the approval of the Faculty.

VIII. The Bylaws

The necessary procedures to implement the provisions of this constitution shall be established by the adoption of bylaws. These shall be consistent with the provisions of this constitution.

Bylaws shall be adopted by the following procedure.

- A. Any committee or individual may introduce a proposed bylaw at a regular faculty meeting, or at a special meeting in which the proposal is part of the call of the meeting.
- B. A proposed bylaw shall be referred to the Faculty Council which may amend the proposed bylaw, and shall present it, together with the Council's recommendation thereon, to the next succeeding regular faculty meeting (or special meeting in which it is included in the call). The Faculty shall then vote, with a simple majority sufficient to carry.
- C. A bylaw may be temporarily suspended by a three-fourths vote of those present and voting.

IX. Amendments to the Constitution

Any member of the Faculty may propose an amendment to this constitution. If a simple majority of the Faculty present and voting affirm that the idea is worthy of consideration, a special committee of five persons shall be elected to consider the amendment. This committee may revise the proposed amendment and shall report its recommendation to the Faculty in writing as part of the call for the meeting in which it is to be considered. The final faculty vote to amend the constitution shall require a two-thirds majority. This amendment shall then be referred to the Board of Directors for ratification.

Mejares

SPECIAL FACULTY MEETING AGENDA

May 20, 1970

9:00 a.m.

New Fine Arts Building

Invocation

Report from the President

Meeting of the faculty as a committee of the whole on the Constitution -
Mr. Feely

Lindenwood College
St. Charles, Missouri

Minutes

Meeting of the Faculty of Lindenwood College
May 6, 1970

The regular meeting of the Faculty of Lindenwood College was held in the New Fine Arts Building Wednesday, May 6, 1970, at 9 a.m., with a special meeting of the Faculty as a Committee of the Whole on the Constitutional preceding the items on the agenda for the regular meeting. President Brown presided. Mr. Conover gave the invocation.

President Brown commented on the fact that the students of Lindenwood are in the mainstream with other students throughout the country in regard to the involvement of the United States in Southeast Asia. He said a few days ago he was asked by the personnel of our radio station if he believed there would be a strike on this campus and would he support a strike if this took place. As President, he made the following statement:

"In view of the fact that there has been no request to the President's Office from students for a shutdown of classes, I do not believe a majority of our students or faculty will relate a shutdown of class work here to the U. S. Government's policy in Southeast Asia.

"Our policy on class attendance is established; each student has the option of cutting classes for a purpose they believe to transcend the importance of the class. I assume they will do so. Students who disrupt those who do want to attend class or impose their views on those who do not agree with the protest on Cambodia will be in violation of our college policy.

"The administration will cooperate with students who wish to organize orderly discussion or demonstration of views. Channels to organize for the purpose of expressing views on Cambodia are open; the imposition of one point of view on all of us is to be resisted, however."

President Brown said that Daniel Selwyn has requested permission to address the Faculty at the opening of the regular meeting, and asked that the Faculty express its wish in regard to this request. Mr. Nichols moved that Mr. Selwyn be allowed to speak. The motion was seconded. Mr. Bornmann moved that the motion be amended to allow Mr. Selwyn to speak for a maximum of ten minutes to make his presentation. The amendment was seconded and passed. The motion, as amended, as passed with no dissenting votes.

The meeting was turned over to Mr. Feely, Chairman of the Constitution Committee, for a meeting of the Committee of the Whole on the Constitution.

The following points were discussed and changes made:

1. Mr. Feely called attention to the fact that the Faculty at the last meeting on the Constitution recommended that the committee find a substitute name for "Faculty Senate." The committee suggests that this name be changed to "Faculty Council." The Faculty accepted this change. New pages covering Item I - B were distributed.
2. Item I - Blb2 of the revised pages. Delete "affirmative" in the third line so that the sentence reads, "Joint action means that agreement to a proposal by both the Faculty Council and the Administration is required for action."
3. Item I - Blc4 of the revised pages. Add "of tenured faculty" in the second line after "dismissal," so that the sentence reads, "To take joint action with the Administration concerning dismissal of tenured faculty for incompetence, moral turpitude, or financial exigency."
4. It was moved, seconded, and passed that Item I - Blc5 be added as follows: "To recommend criteria to serve as guidelines for the institution regarding judgments to be made concerning appointments, reappointments, nonrenewals of contract, promotions, salary and tenure."
5. It was moved, seconded, and passed that Item I - Blc6 be added as follows: "To review proposed bylaws, to amend such proposed bylaws if deemed appropriate, and to present a recommendation thereon to the next succeeding regular faculty meeting (or special meeting in which it is included in the call)."
6. Item III - A. Delete "both" in the first sentence.
7. Item III - B. It should be noted that "term" may imply more than one year.
8. Item III - F. The sentence should be changed to: "The President of the College and the Dean of the Faculty are ex officio members without vote of all committees, except those on which they serve as regular members."
9. Item III - G. This is to be a new item to be added by the committee giving some provision for the deans of the two colleges to be on some committees. It was suggested that something be said in the constitution and the bylaws about the responsibilities of these deans for academic development.
10. Item IV - A. After a lengthy discussion in regard to the section on "The Division Chairman," it was agreed that in Item IV - Ala "from a list of faculty previously approved by the Dean of the Faculty" would be added at the end of the sentence.
11. A motion was made that the divisional structure be abolished. This motion was not in order at a meeting of the Committee of the Whole, but it was agreed that there should be an expression of opinion on the subject. The consensus was that the divisional structure should be retained.

It was moved, seconded, and passed that discussion of the constitution would be tabled until a meeting on May 20.

The regular meeting proceeded. President Brown introduced the three students - Marsha Hollander, Barbara Roth, and Mary Kay Bordner - who were present as representatives of the student body in accordance with the new policy to have student officers attend faculty meetings.

President Brown then introduced Daniel Selwyn and Charles Moore, Executive Director of the IBIS.

Mr. Moore spoke and said that the IBIS had always remained neutral in regard to events on campus for it is difficult to be a participant in an event and then to write about it objectively. With regard to an event that is proposed for this coming Monday, the staff of IBIS, with the exception of two editors, will depart from the usual procedure and will participate in events Monday since this will be voluntary suspension of classes. Mr. Moore emphasized that his participation and that of the other members of his staff would be as individuals.

President Brown then introduced Daniel Selwyn. Mr. Selwyn, in his introductory remarks, said that following the death of four students at Kent State and as a result of the policy of the United States in Southeast Asia, a group of students are calling for a one-day strike at Lindenwood Monday, May 11. The strike, Mr. Selwyn stated, is not against this institution but a strike against United States policy. The proposal made by Mr. Selwyn and discussed by the faculty is: "On Monday we suspend classes and all forms of academic activities to free our students, our faculty, and our administration to discuss and to debate the question and to show our concern to the President's involvement of troops in Cambodia."

Miss Boyer moved that the Faculty support the student movement as proposed. The motion was seconded.

After some discussion, Charles Moore said that although he had agreed to participate in the activities Monday, he had understood attendance at classes would be on a voluntary basis. However, in light of the motion that the Faculty support the proposal made by Mr. Selwyn, there would be no classes, and he could not support the present proposal.

Mr. Hendren moved that the Faculty accept the following substitute motion: "That the Faculty suspend 'business as usual' on Monday for the purpose of discussing issues brought to our attention by the students." The motion was seconded and passed.

Mr. Martin moved that the following resolution be accepted:

'RESOLVED, That we, the Faculty of The Lindenwood Colleges, deplore and strongly protest the use of troops with live ammunition on this nation's campuses in suppression of student or faculty protest demonstrations.

"We direct that copies of this resolution be sent to the President of the United States and the Governor of Missouri."

The motion was seconded and passed.

- I. Minutes. Mr. Bornmann moved that the minutes of the April 15 and the April 29 meetings be approved as distributed. The motion was seconded and approved.
- II. Old Business. There was no old business.
- III. New Business
- A. Dean Quehl moved the adoption of the Curriculum Committee of Lindenwood II as outlined in the May 6, 1970, Agenda. The motion was seconded and passed.
- B. Report of the Nominations Committee

Mr. Caine, Chairman of the Nominations Committee, said that the report of the committee is in the form of printed ballots, which will be distributed.

1. Admissions Committee (2 to be elected)

The following names were presented by the Nominations Committee:

Mr. DeWulf
Mr. Hendren
Mr. Soda

It was moved, seconded, and passed that nominations be closed.

The following were elected:

Mr. Hendren
Mr. Soda

2. Lindenwood College II Curriculum Committee (4 to be elected, at least 1 from each division)

The following names were presented by the Nominations Committee:

Mr. Delaney)	From the Natural Sciences and
Mr. Nichols)	Mathematics Division
Mr. Carlson)	From the Humanities Division
Mr. Eckert)	
Mr. Bartholomew)	From the Social Sciences Division
Mrs. Wilhour)	

Mr. Hendren, of the Humanities Division, was nominated from the floor.

The following were elected:

Mr. Delaney	-	Natural Sciences Division
Mr. Nichols	-	Natural Sciences Division
Mr. Carlson	-	Humanities Division
Mr. Bartholomew	-	Social Sciences Division

6. Institutional Research Committee (3 to be elected)

The following names were submitted by the Nominations Committee:

Mr. Bornmann
Mr. Brescia
Mr. Eddowes
Mr. Moore

Mrs. Carpenter and Miss Purnell were nominated from the floor.

It was moved, seconded, and passed that nominations be closed.

The following were elected:

Mr. Bornmann
Mr. Moore
Mrs. Carpenter

7. Special Academic Programs Committee (3 to be elected)

The following names were submitted by the Nominations Committee:

Mr. Bittner
Mr. Eddowes
Mr. Konstam
Miss Toliver

Mr. Feely and Mrs. Ebest were nominated from the floor.

There being no other nominations from the floor, nominations were closed.

The following were elected:

Mr. Bittner
Miss Toliver
Mrs. Ebest

Approval of Graduating Class of 1970

Miss Beale moved that on the completion of degree requirements the candidates listed in the May 6, 1970 Agenda be awarded their bachelor's degrees. The motion was seconded and carried.

Report of the Educational Policies Committee

- . Dean Barnett on the recommendation of Educational Policies Committee moved that Computer Science be considered a second area of emphasis, making it possible for students to take computer science courses plus mathematics courses to total 16, with the added stipulation that the Chairman of the Mathematics Center designate which courses fall into each of the two categories and that the catalog carry this information. The motion was seconded and passed.

3. Educational Policies Committee (1 to be elected)

The following names were presented by the Nominations Committee:

Mr. Bittner
Mr. Delaney
Mr. Feely
Mr. Konstam

Since there were no nominations from the floor, nominations were closed.

The following person was elected:

Mr. Delaney

4. Faculty-Board Liaison Committee (3 to be elected)

The following names were presented by the Nominations Committee:

Mr. Bornmann
Mrs. Huesemann
Mr. Moore
Miss Sibley

There being no nominations from the floor, nominations were closed.

The following were elected:

Mr. Bornmann
Mrs. Huesemann
Miss Sibley

5. Library Committee (3 to be elected)

The following names were presented by the Nominations Committee:

Mr. Brescia
Mr. Eddowes
Mr. Galvez
Mr. Greenlaw

Mr. Konstam was nominated from the floor.

There being no further nominations, nominations were closed.

The following were elected:

Mr. Brescia
Mr. Galvez
Mr. Greenlaw

John C. Danforth - Doctor of Humane Letters
 Jennifer Sullivan Buchwald - Doctor of Laws (she will also receive
 the Alumnae Merit Award)
 George E. Sweazey - Doctor of Humane Letters

- B. Mr. Moore moved that in case commencement must be inside he be given authority to move the Faculty and the Choir out of the chapel to make places for parents. It was agreed that formal action was not needed and that Mr. Moore should make places for parents if commencement is in the chapel.
- C. President Brown announced that those taking part in commencement who will return credits to complete their requirements will walk across the platform. Their names will have asterisks on the program to indicate they will receive their diplomas at a later date.
- D. Mr. Hood nominated the following for membership in Alpha Sigma Tau:

Bensberg, Priscilla	3.83	grade	point	average	
Buckingham, Janet	3.54	"	"	"	
Jardine, Harriet	3.60	"	"	"	
MacInnes, Donna	3.50	"	"	"	
Meyers, Ellen	3.72	"	"	"	
Oelschlaeger, Karen Diehr	3.74	"	"	"	
Percival, Elva	3.67	"	"	"	
Siemers, Carolyn Wiese	3.81	"	"	"	
Nissing, Joan Finck	3.57	"	"	"	(initiated 1969)
Schaberg, Ann	3.84	"	"	"	(initiated 1969)
Juniors:					
Johnston, Judith	3.95	"	"	"	
Redpath, Jean Ann	3.90	"	"	"	

It was moved, seconded, and passed that the Faculty accept these candidates for membership in Alpha Sigma Tau.

The meeting was adjourned.

Mary Yonker
 Acting Secretary

Approved:

Emma Purnell
 Secretary of the Faculty

INTRODUCTION

When Lindenwood College for Women instituted a plan toward the recruitment, enrollment, and financial assistance of Black Students, it was assumed that this action might prove to be an excessive exercise of administration discretion when implemented. With the first large group of Black Students on campus (the 1968-69 school year) there was much activity. With the arrival of eighteen Black Students began a long journey toward the full realization of our present condition at Lindenwood College today.

With the organization of the Association of Black Collegians came the attempt to deny our rights to join in union as Black Sisters and Brothers bound by ties that are held together by oppression, exploitation, and racism. This is a right that needn't be sanctioned by any institution but should rather be welcomed by those who have victimized us for centuries and now are attempting to heal the wounds that have been inflicted upon Black people.

Consistent with the refusal to officially recognize the Association of Black Collegians on this campus came the refusal to respond to the call of Black Students for a committed effort to deal with the problems of the Black Students.

It is granted that some action has already been taken, that some programs exist, and that new proposals are under consideration. However, response through these chan-

nels has been for the most part limited. The conditions are not affected in any substantial manner by these "Due processes."

The needs and the problems of Black people on this campus are not being met. Just as Brothers and Sisters are suffering nationally and locally; so are we being forced to live a limited and detrimental existence which does nothing but hamper, impede and destroy the spirit that is needed for an educational community.

Conditions cry out for new priorities and needed actions. Now is the time for new standards raised and old barriers removed. With this in mind, we the Black Students of Lindenwood College present the following demands.

ADMISSIONS

Last year certain question such as the recruiting policies and the number of Black and minority students applying at Lindenwood were asked of the Admissions Office by the Association of Black Collegians. We were told by the Admissions office that "no such information was kept on file."

This year we see that the above questions still remain unanswered. We demand that facts, numbers and figures be presented to the Black Students so that we know there is a genuine effort being put forth for the recruitment of Black Students. Also, we find the need for a permanent Black employee of the Admissions office because of his (or, her) knowledge and expertise in dealing with the Black perspective. We feel that a Black recruiter would relate to Black applicants more readily, than the white recruiters who function in that capacity.

Lindenwood College has shown its belief that there are useful and perhaps necessary experiences to be gained through the intermingling of Continents and Nations. This idea has been embodied in the January abroad programs and the presence of foreign students here on the Lindenwood Campus.

We, as Black people feel that in order for us to gain the most useful experience out of this idea, it is Necessary for us to have the opportunity to exchange and

share ideas with those whose roots are the same as our own. What is being spoken of here, is the necessity of the Black races of the world to come together and reunite in mind and spirit. In other words, we DEMAND BLACK STUDENTS OF FOREIGN LANDS, HERE ON THE Lindenwood Colleges Campus.

Every possible effort should be made by the Lindenwood College Admissions Office to recruit Black Students from Africa, Haiti, Jamiaica, and every other area where Black people reside.

The following methods should prove useful:

1. Invitation be extended, via the foreign Black professors of schools such as, Harvard, Brandais Yale, Atlanta University, Columbia, and Boston University, to prospective Black Students of foreing lands.
2. Requests be sent to the American Field Service specifically stating the desire for prospective Black Foreign Students.
3. Actively employ the Black Students of Lindenwood College to serve as ambassadors in the recruitment of Black Foreign Students.

CURRICULUM

To the present time the Lindenwood Colleges have offered two tokenistic attempts to branch into the field of Black Studies.

WE as Black Students feel that Lindenwood should be given more for the education of Black People, instead of the currently existing policy of assimilating into the mainstream of white education at this institution that has, more over, proven itself to be racist by condition and tradition.

Black Students matriculating at Lindenwood are being academically and culturally raped and exploited as the college presently exists in the areas of Black oriented studies.

WE NOW DEMAND AN EDUCATION THAT WILL BENEFIT US, AS SUCH.

We feel that all Black studies courses should be in fact enacted for black students and taught by black instructors in that blacks are here to be educated not to educate nor to accommodate whites in positions that may be better filled by Blacks.

Because thus far "to intergrate" at Lindenwood has meant to give up our black identities as such, and that we have neither time nor resources to function as a race relations project:

Therefore WE NOW DEMAND

1. ^{NO} A BLACK STUDIES CURRICULUM BASED AT L.C.
2. ALL BLACK STUDIES COURSES BE TAUGHT BY BLACK INSTRUCTORS
3. L.C.C. DEFINITELY INCLUDE A PERIOD DEALING TOTALLY WITH THE BLACK EXPERIENCE.
4. BLACKS SHOULD ~~BASE~~ ^{Supervise} THE BLACK MEDIA BANK.

— Came: "what... include?"

FACULTY, STAFF, HOUSE MOTHERS, CONSORTIUM, WORK-STUDY

It has been overly apparent to us as Black Students from Black cultural backgrounds, that this community of existence at Lindenwood has been extremely incongruent to our life-time development. We feel the stemming varmint for this incongruent situation is due, in fact, fully for reasons of environment and self-extendion.

At the Lindenwood College there are no full time faculty members whatsoever. We ask you--How is one to totally relate in an academic atmosphere that breeds racism and a large amount of insensitivity? To qualify that statement, we mean in fact, that these White faculty members are not in sensitive understanding with our past and present lives as Black individuals... We are fully aware that in this White institution, there is no way of avoiding White instructors, but it is fully apparent to us that Lindenwood is in dire need of at least three full-time Black faculty members, in addition to part-time members by the given Date.

Along the same lines of incongruent living conditions, we have questioned the reasons for not having Black people in jobs on campus-- such as in maintenance, stenography, the post-office, the bookstore and other jobs under the general category of the Lindenwood staff. We are unable to reconcile reasons for this non-existence and **WE THEREFORE DEMAND IMMEDIATE HIRING OF BLACKS IN ALL RESPECTIVE POSITIONS OF THE LINDENWOOD STAFF BY SEPTEMBER 1970.**

We have witnessed the fact that out of six women dormitories with five house mothers, several of whom we consider racist, there is not one Black house mother. We can find no excuse for this and DEMAND AN IMMEDIATE REPLACEMENT OR ADDITION OF A BLACK WOMAN TO FUNCTION IN THAT POSITION BY SEPTEMBER 1970.

Student assistants from the the work_study programs exists in many departments around Lindenwood. One department lacking such assistants is the seven College Consortium. We feel that jobs opportunities should be made availabe for Black Students in this department. Reasons for this are that we simply want to work close to the systms that is benefiting Black Students on campus thetmost. We DEMAND BETTER WORK_STUDY OPPORTUNITIES FOR BLACKS WITHIN OUR RELATIVE INTERESTS BEGINNING WITH WORK IN THE CONSORTIUM PROGRAM, NO LATER THAT SEPTEMBER 1970.

The mere existence of Black Students on this campus makes it imperative to have Black members on the faculty administration and residential staffs.

I. Faculty:

From the 1070-1971 schedule of classes we ascertain that there is a need for teachers to fill the vacancies in the various departments. We demand that Blacks be placed in positions.

- A. Art
 - 1. Scultpuer
 - 2. World Art and Literature
- B. Business Institute
 - 1. Principles of Acc.
 - 2. Intermediate Acc.

C. Chemistry -Physics

1. General Chemistry
2. Advanced Physics

D. Education

1. Art in Elementary Schools
2. Secondary Art Methods
3. Library Administration
4. Cataloging and Classification

E. English

1. The Contemporary Novel
2. Romanticism
3. Contemporary Black Literature
4. The Victorians

F. German

G. Music

1. Voice
2. Orchestral Instruments
3. Wind Ensemble

H. Psychology

1. Introduction to Psychology
2. Psychology of Personality
3. Theories of Motivation
4. Social Psychology
5. Abnormal Psychology

I. Sociology

1. Basic Concept of Sociology
2. Human Evolution and Races
3. Population Analysis
4. Social Problems
5. Current Issues in Anthropology

Financial Statement

Due to the present and past injustices in handling the financial aid concerning the Black students of the Lindenwood Colleges:

WE AS BLACK STUDENTS DEMAND AN EXPLANATION OF THE DISTRIBUTION AND PROCEDURES USED IN ALLOCATING FINANCIAL ASSISTANCE TO BLACK STUDENTS.

(Loans, Grants, Scholarships, Funds)

WE DEMAND THAT AN IMMEDIATE EXPLANATION AND THOROUGH INVESTIGATION BE MADE OF QUESTIONS SUCH AS THESE:

1. Where does the money come from (source)?
2. What type of organizations appropriate these finances?
3. What stipulations does the money carry?
4. How much money is allocated annually for Black students use?
5. Is it dealt with in accordance to these stipulations? How?
6. Do you think the money is being allocated in an effective manner?
7. What is being done to find other possible financial sources?

During the past academic years 1969-1970 the appropriations of funds to the Association of Black Collegians were withdrawn.

The reasons given:

1. A.B.C. and other private organizations as Beta Chi and others also did not receive money.
2. Because A.B.C. is composed of Black Students it is a separatist organization.

Therefore, we the Black students of the Lindenwood Colleges demand that appropriate funds be allocated for the operation and maintenance of the Association of Black Collegians (commonly referred to as ABC). It should be made clear that first: ABC is not a "social club." Our presence and concern for our right of self determination here today should indicate this fact...

Secondly, the mere fact that we are Black students bound together by common experience of racism and oppression makes us a unique organization, and cannot be comparable to any other private organization on campus.

The following is an estimation of the funds necessary to operate a functioning, Black Student Organization:

SEE SEPARATE SHEET

Handwritten calculation in green ink:

$$\begin{array}{r}
 10 \\
 50 \overline{) 3500} \\
 \underline{350} \\
 0
 \end{array}$$

11

APPROPRIATIONAL COMMITTEE

Academic Expenditures
\$1,000.00

Literary & Publication
Expenditures
\$1,000.00

Supplies
pencils
pens
erasers
stencils

Literary Materials
for Orientations

Spring festival of
of Black Arts

Papers
typing
carbon
memo
personal stationary
envelopes
postage
ink
typewriter ribbons
legal pads
paper clips

Cultural Expenditures
\$1,500.00

Communication and Conference
fees

Transportation fees

\$3500.00

ABC Office and Facilities

WE, THE BLACK STUDENTS DEMAND AN OFFICE OF PERMANENT STANDING TO BE ISSUED FOR USE OF THE ASSOCIATION OF BLACK COLLEGIANS OF LINDENWOOD COLLEGES I & II.

WE FURTHER DEMAND THAT THIS OFFICE SHOULD MEET THE FOLLOWING REQUIREMENTS:

- A. Office space should consist of a two-room area.
- B. One room should be furnished to function as a lounge area where as meetings can be held and guests of ABC members can be accommodated.
- C. A second room should be provided to accommodate business transactions.

This room should be equipped with telephones, two regulation office desks, one portable and one electric typewriter, a mimeograph machine, and ample shelve space.

Student-Police Relations Board

The Student-Police Relations Board should have a permanent seat for a Black student selected by Black students. The interests of the Black community on campus and its Black guests from surrounding communities must be represented in their encounter with law enforcement agencies of the St. Charles community. It should be recognized that an all white board cannot possibly recognize many of the obviously racist actions of the city officials.

Social Council

It has been called to our attention that the Social Council as far as the Black student is concerned, is non-functional and totally irrelevant. We have not been satisfactorily represented. It has been our experience that in order to meet the demands of the people it is necessary to have a representative of the people in order that we may fully meet the needs of the Black students.

It is to our understanding that these officials of the committee are elected by the dorms, which are predominately white, which, in itself, in no way assures the Black inhabitants of this college a voice in those issues which are of general concern.

WE DEMAND A PERMANENT POSITION AND OFFICE WITHIN THIS COMMITTEE TO ASSURE THE BLACK STUDENT OF SOCIAL FUNCTIONS WHICH ARE OF INTEREST AND VALUE TO HIM.

Cultural Events

1. There should be a Black student who will represent the Black community in the choice of plays, lectures, performers, and other affairs of cultural significance presented to the student body of the Lindenwood Colleges.
2. Funds should be allotted to a committee which has been chosen to represent the Black students in order that Black speakers and performers of greater relevancy to us should be brought on this campus.
3. Due to the scarcity, nature, and quality of the cultural events which are present, it is imperative that the Black students seek entertainment and enlightenment off campus.

The director of social activities should have a definite and specific responsibility to Black students. In this capacity, our present director of social activities is unaware or not in touch with the happenings of the Black community. WE DEMAND A BLACK ASSISTANT WHO WOULD BE IN TOUCH WITH THE BLACK COMMUNITY AND THEREBY PROVIDE A RAPPORT OF RELATIVITY.

May 14, 1970

6:00 P.M.

BLACK STUDENT-FACULTY MEETING

AGENDA

1. Review Black Student List of 17 Demands.
2. Statement to the faculty on Determination of Black Student Grades for this semester.
3. Request for a Special Committee to Review Black Student Grades for this semester.

Would not give a def. yes or no answer → Also - whether or not would
to question on taking exams - 4/1 take exam
after Fri's meeting @ Admin.

enrollment from minority groups and the poor; encourage institutions that do not concentrate on traditional academic or vocational fields; develop postsecondary career education, community service, and career education; encourage research, experimentation, curriculum reform and instructional innovations, inter-institutional networks and cooperative arrangements, including shared facilities, library collections, computers, and closed-circuit television; develop clinical experience for law students, public service education, and international studies; improve the quality of graduate and professional education, and provide fellowships for prospective college teachers.

The bill provides that the Foundation may award fellowships "where appropriate and necessary" to carry out its purposes. No terms are specified for fellowships.

The Foundation would be headed by a director, with a deputy director and a 15-member board to be appointed by the President.

Title II - College Library Assistance Programs. Present authority for basic, supplemental, and special purpose grants is repealed. In its place, provision is made for "special grants" to institutions of higher education "which demonstrate a special need for additional library resources and which demonstrate that such additional library resources will make a substantial contribution to the quality of their educational resources . . ." Emphasis is placed on establishing and strengthening "joint-use facilities" which are utilized by two or more institutions, and on grants to junior colleges and developing institutions.

Separate authorizations for library training and research are repealed. The training of librarians is shifted to EPDA.

Title III - Strengthening Developing Institutions. Aid to developing institutions is authorized to be continued for another 5 years with minor changes.

Title IV - Student Financial Assistance. A new program of grants, work-study payments, and subsidized guaranteed loans "will be made available to all qualified postsecondary students of financial need," starting July 1, 1971. Non-subsidized guaranteed loans would be available to other students.

The bill establishes the National Student Loan Association as a Government-sponsored private corporation "to serve as a secondary market and warehousing facility" for insured students loans.

Title V - Education Professions Development Act. Training programs under the Education Professions Development Act would be extended for 5 years. Included in the extension are the below-doctoral-level training of higher education personnel (Part E) but excluded are the separate fellowships for elementary and

(continued page 8)

WHERE TO CALL ABOUT HIGHER EDUCATION
PROGRAMS OF THE U.S. OFFICE OF EDUCATION

The following is intended for use with the Bureau of Higher Education publication called Higher Education: How the Office of Education Assists College Students and Colleges.

The publication itself lists an office after each program where further information may be obtained. These pages, keyed to the table of contents of the publication, give the name of an individual person who may be called, together with his telephone number. The area code is 202.

The publication is for sale for 65¢ by the Superintendent of Documents, Washington, D. C. 20402. Ask for No. 5.255:55051-69. (Do not send stamps for payment.)

SUPPORT OF INSTITUTIONS

Instructional Improvement

Developing Institutions Program	James Holley	962-3859
National Teaching Fellowships	Edward S. Hope	962-2564
Professors Emeritus Program	Audrey Dickerson	962-4053
Fellowship Programs for Higher Education Personnel	Charles T. Lester	963-3896
Training Programs for Higher Education Personnel	Paul H. Carnell	962-3034
Advanced Study for Personnel in Elementary and Secondary Education and in Postsecondary Vocational Education	Donald N. Bigelow	963-7457
Networks for Knowledge	William Loomis	963-7481
Education for the Public Service	John N. Orcutt	962-1954
Improvement of Graduate Programs	John L. Chase	962-3261
Law School Clinical Experience Program	Charles T. Lester	962-6720
	J. Wayne Reitz	963-6654

Library Resources	Frank A. Stevens	963-7496
Fellowships for Librarians	Frank A. Stevens	963-7496
Institutes for Advanced Study in Library and Information Science	Frank A. Stevens	963-7496
Training Instructors for Adult Basic Education	Betty L. Donahue	962-7241
Programs for Teachers of Vocational Education	Margaret M. Alexander	963-7644
Programs for Teachers of Handicapped Children	Leonard J. Lucito	963-7967
Office of Education Fellows	Russel Ruffino	962-1137
Graduate Educational Research Training	Richard M. Harbeck	962-0400
Educational Research Training Institutes	Richard M. Harbeck	962-0400
Special Educational Research Training Projects	Richard M. Harbeck	962-0400
Program Development in Educational Research Training	Richard M. Harbeck	962-0400
Language and Area Centers	Stanley Wilcox	962-3025
Special Summer Programs in Language and Area Studies	Stanley Wilcox	962-3025
Faculty Development Summer Seminars	Nellie N. Jackson	963-7557
Foreign Studies Extension Program	Joseph F. Belmonte	962-7576
Foreign Curriculum Specialists	John O. Paul	962-7576
Support of Land-Grant Colleges and Universities	Archie R. Ayres	962-1180

Facilities and Equipment

Grants for Undergraduate Facilities	Richard T. Sonnergren	962-4457
Grants for Graduate Facilities	Olof E. Stamberg	963-7936
Loans for Undergraduate and Graduate Construction	Robert L. Adams	963-7850
Interest Subsidy Grants for Undergraduate and Graduate Construction	Royall T. Webster	963-7774
Construction of Research Facilities	Ernest W. Michelsen	963-3087
Undergraduate Equipment	Alfred J. Dubbe	962-6817

Programs for Disadvantaged Students

Talent Search	David D. Johnson	962-7150
Upward Bound	Frances Halstrom	962-3710
Special Services for Disadvantaged Students	David D. Johnson	962-7150
Cooperative Education	Sinclair V. Jeter	962-4053

SUPPORT OF INDIVIDUALS

General Student Financial Aid

National Defense Student Loans	Walter J. Gale	962-0163
Guaranteed Loans for College and Vocational Students	William M. Simmons	962-2677
Educational Opportunity Grants	Hubert S. Shaw	962-4110
College Work-Study	Warren T. Troutman	962-3871
Loans to Cuban Exiles	Florence Taylor	963-5672
Cooperative Education	Sinclair V. Jeter	962-4053

Aid for Study in Specific Areas

Fellowship Programs for Higher Education Personnel	Charles T. Lester	963-3869
Training Programs for Higher Education Personnel	Paul H. Carnell	963-3034
Advanced Study for Personnel in Elementary and Secondary Education and in Postsecondary Vocational Education	Donald N. Bigelow	963-7457
	William Loomis	963-7481
Training Programs for Personnel in the Education of Handi-capped Children	Leonard J. Lucito	963-7967
Fellowships in Library and Information Science	Frank A. Stevens	963-7496
Graduate Educational Research Training	Richard M. Harbeck	962-0400
Postdoctoral Educational Research Training	Richard M. Harbeck	962-0400
Language and Area Study for College Professors	John A. Cookson	963-7557
Foreign Language and Area Study for Undergraduates	John A. Cookson	963-7557
Faculty Research and Study Overseas	Stanley Wilcox	963-3025
Graduate Fellowships Abroad in Language and Area Study	John A. Cookson	963-7557
Summer Seminars Abroad	Thomas E. Cotner	962-3572
Teacher Exchange Program	Thomas E. Cotner	962-3572
Education for the Public Service	John L. Chase	962-3261

SUPPORT OF RESEARCH

Regional Education Laboratories	Howard F. Hjelm	962-8094
Research and Development Centers	Ward S. Mason	962-2839

Construction of Research Facilities	Ernest W. Michelsen	963-3087
Research in Elementary and Secondary Education	Glenn C. Boerrigter	963-3247
Research in Higher Education	David S. Pollen	963-6965
Research in Educational Media and Technology	Andrew R. Molnar	963-5963
Research in Education in the Arts and Humanities	Harold W. Arberg	963-3975
Research in Special Vocational Needs	Robert E. Pruitt	962-4395

SUPPORT OF COMMUNITY ACTIVITY

Domestic

Community Service and Continuing Education	Pedro C. Sanchez	963-7827
Teacher Corps	Richard A. Graham	962-7981
Strengthening Instruction in Elementary and Secondary Schools	Melvin L. Engelhardt	962-2791
Supplementary Centers and Services	Ralph J. Becker	962-1766
Television Equipment	Raymond J. Stanley	962-6457
Media Services and Captioned Films	Gilbert L. Delgado	962-8742
Institutes on Civil Rights Problems	Suzanne D. Price	962-2018

International

Technical Assistance	Thomas E. Cotner	962-3572
International Educational Development	Thomas E. Cotner	962-3572

secondary teachers. Provision is made for grants to improve or expand teacher-training programs at the undergraduate level.

Title VI - Interest Subsidies for Higher Education Facilities. Programs of instructional equipment grants and academic facilities grants and direct loans, and aid for repair or replacement of damaged college facilities in disaster areas would be repealed as of July 1, 1970. The program of interest subsidies on loans obtained in the private market would be continued as an amendment to Title VI of the Higher Education Act.

Title VII - Career Education Programs. A new program of grants would be authorized to assist the States in establishing and developing postsecondary career education programs in institutions of higher education. Emphasis is placed on comprehensive community and junior colleges. The bill would authorize \$100 million for fiscal year 1972 and such sums as necessary for the next 4 years. There would be an allotment of \$1 million to each State, plus an additional amount proportionate to the State's population.

The bill defines postsecondary career education as training in occupational skills which are in critically short supply. Grants for these programs could not exceed one half of the added cost to the institution operating such programs.

Title VIII - Amendments to General Provisions of the Higher Education Act. It would be required that Federal funds awarded under Title II, III, V, and VII be used to supplement rather than supplant previous efforts. There would be evaluation of these programs at periodic intervals.

MUIRHEAD RESUMES
POST AS ASSOCIATE
COMMISSIONER FOR
HIGHER EDUCATION

Peter P. Muirhead has returned to his position as Associate Commissioner for Higher Education after serving as Acting Deputy Commissioner of Education for 16 months, part of this time also as

Acting Commissioner. For his outstanding service, Mr. Muirhead received a Special Service Award from Assistant Secretary/Commissioner of Education James E. Allen, Jr.

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