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1979

## Lindenwood College Faculty Meeting Minutes, 1979-1980

Lindenwood College

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FACULTY MEETING AGENDA

September 13, 1979, 12 Noon

Fine Arts Building, Room 202

President Johns Presiding

- I. Invocation - Dr. Johnson
- II. Minutes of May 2 and May 24, 1979 meetings
- III. Discussion of Financial Planning and Budget - President Johns
- IV. Reports
  1. Educational Policies Committee - Dr. Balog
  2. Faculty Council - Dr. Anderson
  3. Summer Session - Dr. Burd
  4. 1979-80 new students - Mr. Hetherington
  5. Evening College and College for Individualized Education - Dr. Burd
- V. Organization of the Faculty
  1. Meeting time and place
  2. Election of Faculty Treasurer and establishment of dues
  3. Election of Faculty Secretary
  4. Elections to faculty committees
  5. Announcement of appointments to faculty committees
- VI. Business from the floor
- VII. Announcements

The Lindenwood Colleges  
St. Charles, Missouri

Minutes  
Meeting of the Faculty of The Lindenwood Colleges  
May 2, 1979

The regular meeting of the Faculty of The Lindenwood Colleges was held Wednesday, May 2, 1979, at 1:30 P.M., in the Fine Arts Building. Provost James F. Hood presided. The meeting was opened with silent prayer.

Jeffie Feely represented the students of Lindenwood College for Women. Paul Butts and Brian Samuels represented the students of Lindenwood College for Men.

Since there were no corrections to the minutes of the April 4 meeting, they were approved as distributed.

It was moved, seconded, and passed that the following be elected to Alpha Sigma Tau:

	<u>Cumulative GPA</u>
Seniors - Sharon Albrecht	3.53
Cary Bjerkestrand	3.86
Alice Boggs	3.57
Valerie Brown	3.66
Roseann Clever	3.85
Diane Gallant	3.85
Virginia Guvernator	3.64
Karen Hamrick	3.52
Donna Kirchoff	3.74
Kathy Kochanski	3.68
Sherry Park	3.94
Pamela Roesler	3.79
Helen Smock	3.50
Juniors - Cheryl Roberts	3.90
Cindy Stolle	3.96
Barbara Weaver	3.96

Chairman of the Educational Policies Committee, Dr. C. Edward Balog, reported that the Registrar asked for an official ruling regarding the "rounding" of semester hours which will be the result of multiplying present courses by 3.5. EPC has passed a motion that any fraction of a semester hour above .50 should be rounded to the nearest complete semester hour and anything below .50 should be dropped.

He also reported that EPC passed a motion that any student who has achieved senior standing by September 1979, for the 1979-80 academic year only, be allowed to complete his/her degree by taking the necessary number of courses needed to complete his degree under the course system without reference to the number of semester hours required for the degree under the 36 course system.

On behalf of EPC Dr. Balog moved that Mary (Mrs. Thomas S.) Hall be awarded the honorary degree of Doctor of Humane Letters. The motion was seconded and passed.



Dr. Hood reported that although the faculty had voted to recommend to the Board that Frank B. Brockgreitens be awarded an honorary degree, after internal discussions it was concluded that a special kind of an award would be more appropriate than an honorary degree. That recommendation went to the Board. Some time ago the Board created a special award, called the Sibley Award, for those the college wishes to honor. The Board has voted to give the first Sibley Award to Mr. Brockgreitens.

Dr. Hood left the meeting and Dean Doris Crozier presided during the balance of the meeting.

Dr. Daryl Anderson said that Faculty Council has had two items under consideration - promotions and Sabbaticals. Since there will be no increases in salary, there is a problem of promotions. Faculty Council is recommending, however, that promotions should be made with the understanding that increase in salary will come in the future. The Council also recommends that if a person who is applying for a Sabbatical can demonstrate that there will be no additional cost to the college, ~~the~~ application be considered.

On the recommendation of Faculty Council Dr. Anderson moved that Section IV, B,2 (pertaining to Sabbatical leaves) of the Bylaws be amended to read as follows:

- a. Receipt of written proposal by the Appropriate Dean on or before January 31 of the academic year preceding effective date.
- b. The length and quality of service of the applicant at The Lindenwood Colleges.
- c. The merit of the proposal for the individual's professional growth, and the return of benefit to the institution by means of a report, lecture, publication, exhibition or performance following the leave.
- d. The feasibility of providing resources if it is impossible to staff the interim needs of the department from the department itself.

The motion was seconded.

A motion was made, seconded and passed to amend c. to read:

- c. The merit of the proposal for the individual's professional growth, and the return of benefit to the institution.

A motion was made, seconded and passed to delete d.

The motion on the revision of Section IV, B,2 as amended was passed. This section will now read:

- a. Receipt of written proposal by the Appropriate Dean on or before January 31 of the academic year preceding effective date.
- b. The length and quality of service of the applicant at The Lindenwood Colleges.



- c. The merit of the proposal for the individual's professional growth, and the return of benefit to the institution.

Dr. Anderson called attention to the fact that some committees are made up of representatives of divisions which eliminates representatives of Lindenwood 4. It was suggested that when committees are organized, they should include Lindenwood 4 representatives. These are EPC, Council on Teacher Education, Graduate Admissions Committee, and the Nominations Committee.

Dr. Lucy Morros, of the Nominations Committee, said that the Nominations Committee had agreed that the procedure used last year would be followed again this year; that is, on committees in which there is no carryover of membership or in which there is no regularly designated chairperson, the person receiving the highest number of votes would be chairperson pro tempore until a permanent chairperson can be elected. Ballots for the election of faculty members to committees were distributed:

Academic Resources Committee (3 to be elected for 1-year term)

Nominations from the Nominations Committee:

Solon Chervitz  
W. Dean Eckert  
Norma Pinnell  
Richard Rickert  
Cecilia Staudt

There being no nominations from the floor, nominations were closed.

Elected:

W. Dean Eckert, Chairperson pro tempore  
Solon Chervitz  
Cecilia Staudt

Admissions and Financial Aid Committee (2 to be elected for 1-year terms)

Nominations from the Nominations Committee:

Craig Eisendrath  
Jean Fields  
Jeanne Huesemann  
Norma Pinnell  
Daniel Rocchio

Nominations were closed since there were no nominations from the floor.

Elected:

Jeanne Huesemann, Chairperson pro tempore  
Craig Eisendrath

Bachelor of Medicine Admissions and Retention Committee (1 to be elected for a 2-year term)

Nominations from the Nominations Committee:

Howard Barnett  
Su Relyea

Nominations were closed since there were no nominations from the floor.

Elected:

Su Relyea

Bachelor of Medicine Curriculum Committee (1 to be elected from each division for 1-year terms)

Nominations from the Nominations Committee:

Natural Science and Mathematics Division

Vincent Brescia  
John Nichols

Social Sciences Division

C. Edward Balog  
Norman W. King

Humanities Division

Allegra Swingen

Nominations from the floor:

Natural Science and Mathematics Division

Rosemary Zekert

There being no further nominations from the floor, nominations were closed.

Elected:

Natural Science and Mathematics - Rosemary Zekert  
Social Sciences - C. Edward Balog  
Humanities - Allegra Swingen

Board and Faculty Curriculum Committee ( 2 tenured and 1 non-tenured to be elected for 1-year terms)

Nominations from the Nominations Committee"

Tenured:

John Bartholomew  
Groff Bittner  
Esther L. Johnson



## Non-tenured:

Kathleen McCall  
John McClusky  
Wesley Van Tassel

It was pointed out that at the present time the Board does not have a Board and Faculty Curriculum Committee either as a standing committee or as a special committee. It was, therefore, moved, seconded and passed not to elect faculty members to this committee until the committee is clarified.

Concerts and Lectures Committee (2 to be elected for 1-year terms)

## Nominations from the Nominations Committee:

Grazina Amonas  
Daryl Anderson  
Arthur Kanak  
Cynthia LaFata

Nominations were closed since there were no nominations from the floor.

Elected:

Daryl Anderson, Chairperson pro tempore  
Cynthia LaFata

Educational Policies Committee (1 to be elected from the Humanities Division for a 3-year term)

## Nominations from the Nominations Committee:

W. Dean Eckert  
Anthony Perrone

There being no nominations from the floor, nominations were closed:

Elected:

W. Dean Eckert

A motion was made, seconded and passed that the faculty recommend to the Educational Policies Committee that that committee invite a representative of Lindenwood 4 to meetings without vote.

Faculty Council (4 to be elected for 2-year terms)

## Nominations from the Nominations Committee:

## Social Science Division

Solon Chervitz  
Daniel Rocchio



Humanities Division:

James Feely  
Anthony Perrone  
Wesley Van Tassel

Natural Science and Mathematics Division

Joy Ebest

At Large:

Craig Eisendrath  
Lucy Morros  
Sy Relyea

Nominations from the floor:

At Large:

John Bornmann  
Craig Eisendrath  
Jeanne Huesemann

Attention was called to the fact that under the Faculty Constitution the Faculty Council is made up of one representative elected by each division; four representatives elected by the whole faculty with at least one of these representatives from each division. Members of Faculty Council are elected for two-year staggered terms. Under the Constitutional revisions approved by the Faculty last spring, but not acted upon by the Board, Faculty Council is made up of: two representatives from each division and four members elected by the faculty at large, at least one of whom must be from Lindenwood 4.

A motion was made and seconded to table election of members to Faculty Council until the Nominations Committee clarifies who is to serve on Faculty Council. The motion was defeated.

A motion was then made, seconded and passed to elect members to Faculty Council under the constitutional revisions approved by the faculty last spring (two representatives from each division and four members elected by the faculty at large, at least one of whom must be from Lindenwood 4) and that those nominated be put into the "at large" category.

After discussion a motion was made and seconded to reconsider the motion to table until the Nominations Committee clarifies who is to serve on Faculty Council. The motion was defeated since there was a tie vote.

It was agreed that since one person must be from Lindenwood 4, the Lindenwood 4 person with the highest number of votes will serve on Faculty Council.

Elected:

At large:

James Feely  
Jeanne Huesemann  
Lucy Morros  
Daniel Rocchio

Graduate Admissions Committee (1 from each division to be elected for 2-year terms; members must possess an earned doctorate)

Nominations from the Nominations Committee:

Natural Science and Mathematics Division

Daryl Anderson  
Vincent Brescia

Social Science Division

Linda Nelson  
Daniel Rocchio

Humanities Division

Howard Barnett

Nominations from the floor:

Humanities Division

Esther L. Johnson

There being no further nominations, nominations were closed.

Elected:

Natural Science and Mathematics Division - Daryl Anderson  
Social Science Division - Daniel Rocchio  
Humanities Division - Howard Barnett

Lindenwood College for Men Curriculum Committee (2 to be elected for 1-year terms)

Nominations from the Nominations Committee:

Kenneth Greenlaw  
Kathleen McCall  
Allegra Swingen

Nominations were closed since there were no nominations from the floor.

Elected:

Kenneth Greenlaw  
Kathleen McCall

Lindenwood College for Women Curriculum Committee (2 to be elected for 1-year terms)

Nominations from the Nominations Committee:

James Evans  
James Feely  
Jeanne Huesemann  
Cynthia LaFata

Since there were no nominations from the floor, nominations were closed.

Elected:

James Evans  
James Feely

Special Terms Committee (2, from different divisions, to be elected for 1-year terms)

Nominations from the Nominations Committee:

C. Edward Balog  
Fern Bittner  
Anne Perry

Nominations from the floor:

Penelope Biggs

Nominations were closed since there were no further nominations from the floor.

Elected:

Anne Perry, Chairperson pro tempore  
C. Edward Balog

Mrs. Eva Emory moved that degree candidates, per list attached to the agenda, be approved for the appropriate degrees upon the satisfactory completion of requirements with the following changes and additions:

John Ciaramitaro, Jr., B.S., from Summer 1979 to Spring 1979

Add: Milton S. Fall, B.S., Lindenwood IV, Spring 1979

Add: Cindy McCray, B.S., Summer 1979

The motion was seconded and passed.

Mr. John Wehmer moved that the faculty express a vote of thanks and



appreciation to Doris Crozier and Patrick Delaney on their leaving the deanships of the Women's and Men's Colleges for

1. their long, able, and dedicated service to our college as deans, and teachers;
2. for their devoted and effective leadership of students and faculty.

And for their very considerable contribution to the social and academic life of the campus.

And that the Faculty Secretary so inform them in writing with a copy to the Board chairman. The motion was seconded and passed.

Dean Doris Crozier distributed materials for registration.

Dean Crozier announced that there would be an open house in the Sibley Museum May 2 and a reception to thank students in Sibley for all they have done in connection with the museum.

Mr. Robert White announced the KCLC Marathon to raise funds for the station would be the weekend of May 4-6.

Mr. Arthur Kanak called attention to the Student Exhibit in the Art Building. Work that was not accepted for the show will be on sale and a reception will be held May 6 from 1:00 to 4:00 P.M.

Dr. Anderson announced that A.A.U.P. will meet Friday, May 11, at 3:00 P.M., in Young Lounge. Election of officers for next year will be held and a resolution concerning mandatory retirement age will be presented.

Mrs. Dorothy Barklage announced that the Alumni Council would like to have a student, faculty, alumni party on May 16. If anyone has any suggestions, she would appreciate receiving them.

Dr. Kenneth Greenlaw announced that two performances of Brahms "Requiem" would be presented by the St. Charles Choral Society. One will be on Friday, May 11, at Florissant Civic Center, and the other Sunday, May 13, at the Lindenwood College Chapel/St. Charles Presbyterian Church. There will be no charge for either performance.

There being no further business, the meeting was adjourned at 4:10.

Mary Yonker  
Acting Secretary

Approved:

John Nichols  
Secretary of the Faculty

The Lindenwood Colleges  
St. Charles, Missouri

Minutes  
Special Meeting of the Faculty of The Lindenwood Colleges  
May 24, 1979

A special meeting of the Faculty of The Lindenwood Colleges was held Thursday, May 24, 1979, at 1:30 P.M., in the Fine Arts Building. Provost James F. Hood presided. Dr. Esther L. Johnson gave the invocation.

The purpose of the meeting was to hear a report of the Educational Policies Committee, to approve summer degree candidates, and to report on items of general information.

Jeffie Feely and Paul Butts represented the students of Lindenwood College for Women and Lindenwood College for Men respectively.

Dr. C. Edward Balog, Chairman of the Educational Policies Committee, reported that EPC had discussed a change in criteria for graduates of Lindenwood 4 with honors or distinction. Under the present system only 5% of such graduates may receive "with honors" or "with distinction." On behalf of EPC Dr. Balog moved the adoption of the following criteria for LC 4 graduates to receive honors. The motion was seconded and passed:

1. For the purpose of considering "with honors" and "with distinction" recommendation, a committee of two faculty administrators will be established to be called the Committee on Honors.
2. Faculty Administrators will recommend students to the Committee on Honors whom they believe merit the award, and will present the following documentation:
  - a. Trimesterly evaluations by faculty sponsors which indicate that the student's work has been consistently excellent (this would correspond to A level work);
  - b. Evaluations by faculty administrators and resource persons which also indicate such a consistent record;
  - c. Evaluation of the culminating project (particularly in the case of graduate students) at this level.
  - d. B level or above transfer credit.
  - e. Undergraduates must have 4 trimesters of excellent work.

This record may be supplemented by other evidence which the faculty administrator may wish to send including indication of outstanding papers or projects, and examples of outstanding community or vocational accomplishments which is clearly relevant to the academic program.

The entire set of documents will be summarized with a recommendation by the student's faculty administrator. Awards will be given only in the Spring, and all documents must be submitted to the Committee on Honors by April 15.



3. The Committee on Honors will then evaluate the recommendation and documentation and recommend to the Administrative Director that the award be given.
4. The Administrative Director will accept or reject the Committee on Honors recommendations, and if accepted, will forward the student's name and awards for information to the EPC and for action to the Registrar.

Dr. Balog, on the recommendation of EPC, moved the adoption of the B.S. and M.S. degrees in Valuation Sciences. (The revised proposal is attached to the May 13 call of the meeting of May 24.) The motion was seconded, and after a lengthy discussion it was approved.

Dr. Balog, on the recommendation of EPC, moved that an Associate of Arts degree in Applied Psychology for Evening College students, as described below, be adopted. The motion was seconded and passed.

Evening College students may pursue an Associate of Arts degree in Applied Psychology by completing a minimum of 66 semester hours in the appropriate area of study. This degree is designed specifically for persons who are interested in serving as volunteers, lay counselors, or psychiatric assistants in social service agencies. The program is not intended to qualify individuals as professional counselors but rather as support personnel who would render paraprofessional services under the supervision of licensed practitioners or agency directors.

1. General requirements

ENG 201, LCC 301

2. Distribution requirements

6 semester hours in Humanities

6 semester hours in Social Science courses (in at least two different area of the social sciences, exclusive of psychology)

MTH 106 and 3 semester hours in the Natural Sciences

3. Psychology course requirements

PSY 100, 101, 103, 201, 31, 32, six semester hours of PSY 194 (spread across two terms) and three electives from the following list: PSY 102, 202, 302, 310, 324, 341.

4. Related courses

SOC 102, SS 310

5. Electives

6 semester hours of elective courses



Dr. Balog then reported that the Natural Sciences and Mathematics Division's general education requirements for the division are: "...and four from the Natural Sciences and Mathematics Division. Of the four, two must be chosen from: MTH 101, 102, 103, 104, 171, 172; and two from: BIO 101, 102, CHM 151, 152 and SCI 101, 102." On the directive from EPC the Natural Sciences and Mathematics Division was asked to reconsider the list of general education requirements for the division. On the recommendation of EPC it was moved, seconded and passed that the following general education requirements for the division be adopted:

Twelve semester hours from the Natural Science and Mathematics Division. Of the twelve, six semester hours must be chosen from MTH 100 - Algebra, MTH 104 - Elementary Functions, MTH 105 - Basic Geometry, MTH 106 - Basic Statistics, MTH 171 - Calculus I, and MTH 172 - Calculus II. Of the remaining six semester hours, three must be chosen from:

BIO 101, 102 - General Biology  
CHM 151, 152 - General Chemistry  
PHY 151, 152 - Introductory Physics

and an additional three semester hours either chosen from the above or

BIO 110 - Field Biology  
BIO 120 - Environmental Biology  
SCI 101, 102 - Introduction to Science I or II  
SCI 150 - Energy and Society  
CHM 140 - Introductory

Dr. Hood reported that at EPC meeting he requested an opinion on reopening before the faculty the matter of staffing and structuring the Lindenwood Common course for next year. The consensus was that the matter, including approval of the continued offering of the Common, be part of the discussion. Dr. Hood explained that lack of time of the six faculty members teaching in the Common prevented them from talking together about the course. He suggested, although in March the faculty endorsed the Common for the coming year, that three faculty (one from each division) be responsible for the Common instead of six with the understanding that once they had made the plan for the course, they would select those parts in which they would like to have other members of the faculty give specific lectures if asked.

A motion was made and seconded that the Lindenwood Common course and the Lindenwood Colloquium, in the Evening College, be removed from the general education requirements for graduation. After discussion the motion was defeated.

A motion was then made, seconded and passed that Dr. Hood's proposal as described above be adopted.

Mrs. Fern Bittner presented the following recommendation:

At its meeting on Wednesday, May 23, the Faculty Council recognized the exceptional quality of the leadership given to students and faculty by Dean Doris Crozier since she came to The Lindenwood Colleges in 1972.

When she came to Lindenwood, Dean Crozier brought with her broad educational and administrative experience both in this country and abroad. She brought the experience of world travel and educational contacts with international students. During her years of service to Lindenwood, Dean Crozier has dedicated her time, interest and teaching to The Continuing Education Program for Women, the International Student



Program, and to the Women of Lindenwood College I. She has given academic leadership and loyal support to the Humanities Division. She has taught most effectively in her discipline of Sociology. She has been involved in significant organizations in the St. Charles community.

It is the feeling of the Faculty Council that Dean Doris Crozier has gone beyond the call of duty in her commitment to the welfare of the college community. She has opened her home to students and faculty. Her warm gifts of hospitality and graciousness have greatly enriched our campus life.

Scholar, teacher, administrator and friend, Dean Doris Crozier has earned the high respect of the Lindenwood and St. Charles Communities. Therefore, the Faculty Council recommends that upon her retirement, she be granted emeritus status. The Faculty Council asks the Faculty as a whole to affirm this recommendation, and we move that this recommendation be sent to the Executive Committee of the Lindenwood Board of Directors for their approval.

The motion was seconded and passed unanimously and enthusiastically with a standing ovation.

Mr. Jeffrey Nemens reported that a \$5,000 grant has been received from Southwestern Bell Telephone Co. to the Student Center campaign. Mr. John Hannegan, Chairman of the Board's Fund Raising and Development Committee, has raised an additional \$15,000, and has raised a total of \$30,000 since last November. The Student Center campaign of \$140,000 is completed. \$23,600 of the \$25,000 Community Support goal has been raised. Mr. Nemens asked the faculty and staff to consider making gifts to this campaign. \$500,000 total gifts this past year included restricted and unrestricted gifts.

Mrs. Eva Emory moved that the following degree candidates be awarded the appropriate degrees upon the satisfactory completion of degree requirements:

Willie R. Moore \_ Bachelor of Science  
Dennis L. Cavanagh - Master of Business Administration  
Ada Lee England - Master of Arts in Education  
John Thomas Shannon - Master of Business Administration

Dr. Hood reported that faculty members of the Board-Faculty Liaison Committee serve on the search committees for the deans and the president. Dean of Student candidates the committee has approved are being contacted for interviews. The Board Presidential Search Committee has asked Dr. Howard A. Barnett, and Mrs. Tanya Mallory, President of the Alumni Association, to serve on the Board committee.

A motion was made, seconded and passed that a special faculty meeting be called, with as many attending as wish to do so, to discuss faculty views on the presidency. The representative to the Board committee can then report on the meeting of the committee on May 30.

A motion was made, seconded, and passed that the special faculty meeting be held Thursday, May 31, at 1:30 P.M.

Dr. Donna Jo Vandagriff, on behalf of the Academic Resources Committee, thanked members of the faculty for responding to the request of the committee for information. The responses will be forwarded to Dr. Hood and Mr. Nemens.

Mrs. Bittner announced that the summer horsemanship program will begin on June 4.

Dr. Hood announced that Mrs. Cecilia Staudt will be Acting Director of the Library as of June 1.

There being no further business, the meeting was adjourned at 3:45.

Mary Yonker  
Acting Secretary

Approved

John Nichols  
Secretary of the Faculty



*John Nichols*

FACULTY MEETING AGENDA

October 4, 1979, 12:00 Noon

Room 202, Fine Arts Building

- I. Invocation - Dr. Johnson
- II. Minutes of September 13 meeting
- III. Report of Educational Policies Committee - Dr. Bornmann
- IV. Report of Faculty Council
- V. Report on 1979-80 new students - Mr. Hetherington
- VI. Financial aid and grant proposals - Mr. Scott
- VII. Business from the floor
- VIII. Announcements
- IX. Adjournment

The Lindenwood Colleges  
St. Charles, Missouri

Minutes

Meeting of the Faculty of The Lindenwood Colleges  
September 13, 1979

The 1979-80 opening meeting of the Faculty was held Thursday, September 13, 1979, at 12 noon, in the Fine Arts Building, with President Robert Johns presiding. Dr. Esther L. Johnson gave the invocation.

Jeffie Feely and Karen Gayer attended the meeting as student representatives.

A motion was made, seconded and passed to approve the minutes of the May 2, 1979 meeting as distributed. A motion was made, seconded and passed to approve the minutes of the May 24, 1979 meeting as distributed.

President Johns explained the nine steps of the new procedure to be used in budgeting. The outline form on how to proceed as well as a sample form and blank form were distributed at the meeting and are attached to the official copy of these minutes. Each department and office will meet with the President, the Provost, and the Director of Financial Planning and Management to discuss their individual budgets.

Dr. John A. Bornmann, Chairman of the Educational Policies Committee, announced that EPC had no report.

Dr. Daryl Anderson said Faculty Council had no report.

Dr. John S. Burd reported there had been a slight increase in summer session enrollment.

Mr. Frank W. Hetherington reported that data on new students is not complete. When it is, he expects the figures will show more new students in each category.

Dr. Burd said that he expects the Evening College enrollment to be at least what it was last year. Lindenwood 4 registration will not be completed until the end of September.

A motion was made, seconded and passed that faculty meetings be held the first Thursday of each month, at 12 noon, in the Fine Arts Building.

A motion was made and seconded that Eva Emory be re-elected Faculty Treasurer. A motion was made, seconded and passed that nominations be closed. The motion to elect Mrs. Emory passed.

Mrs. Emory gave the following Treasurer's report for 1978-79:



Balance brought forward	\$27.30	
Deposits	<u>252.00</u>	\$279.30
Expenditures		<u>243.70</u>
Balance brought forward, 1979-1980		<u>\$ 35.60</u>

Mrs. Emory reported that orders through florists must be \$10.00 or more. It was suggested that the practice of sending flowers be discontinued.

A motion was made, seconded and passed that faculty dues be established at \$6.00 per year.

A motion was made, seconded and approved that Dr. Penelope Biggs be elected Secretary of the Faculty.

Dr. W. Dean Eckert, of the Nominations Committee, reported that a member of the Social Science Division must be elected to fill a vacancy on the Educational Policies Committee and a member of the faculty must be elected at large to the Academic Resources Committee:

Educational Policies Committee

On motion duly made, seconded and passed the following nomination was made from the floor:

Doris Crozier

There being no further nominations a motion was made, seconded and approved that nominations be closed.

Elected:

Doris Crozier

Academic Resources Committee

On motions duly made, seconded and passed the following nominations were made from the floor:

Joy Ebest  
James Wilson  
Su Relyea

There being no further nominations, nominations were closed.

Elected:

James Wilson

Provost James F. Hood announced that the following had been appointed to faculty committees:

Academic Resources Committee

Nancy Polette  
Richard Rickert

Admissions Committee

John Turner

Concerts and Lectures Committee

Wesley Van Tassel

Special Terms Committee

Andrew Chirchirillo

Lindenwood College for Women Curriculum Committee

Doris Crozier  
Susan Fitzpatrick

Lindenwood College for Men Curriculum Committee

Patricia Afshar  
Lucy Morros

Dr. Howard A. Barnett, Chairman of the Search Committee, reported that during the summer the committee had stopped its search for a dean of faculty during the search for a president. This search will continue to be on "hold" until November 1.

Mr. Arthur L. Kanak announced that Dr. Eckert will give lectures Sunday, September 16, and Sunday, September 30, at 8:00 P.M., on Iberia.

There being no further business the meeting was adjourned at 1:25.

Mary Yonker  
Acting Secretary

Approved:

Penelope Biggs  
Secretary of the Faculty



*John Nichols*

FACULTY MEETING AGENDA

November 1, 1979, 12 noon

Room 202, Fine Arts Building

- I. Invocation - Dr. Johnson
- II. Minutes of October 4, 1979 meeting
- III. Report of Educational Policies Committee - Dr. Bornmann
- IV. Report of Faculty Council - Dr. L. Morros
- V. Business from the floor
- VI. Announcements
- VII. Adjournment

MINUTES  
EDUCATIONAL POLICIES COMMITTEE

Oct. 23, 1979  
Room 317, Young Hall  
12:10 p.m.

Present: Balog, Bodkin, Bornmann, Burd, Crozier, Emory, Eckert, Jeffie Feely, James Feely, Greenlaw, Hood, Soda.  
Guests: Robert King, Jean Fields, Jim Wilson

The meeting was called to order by the Chairman, Dr. Bornmann

SOCIAL SCIENCE DIVISION

Dr. Balog moved that MBA 588, Negotiation Theory and Practice, be accepted as a graduate course in the Business Department, effective Spring Term, 1980.

Motion seconded and passed.

Dr. Balog reported that a proposal for an Independent Term, receiving 15 semester hours of credit, in the VAAP program of Lindenwood IV, has been brought to the Division. He asked the guidance of the Committee as to which was the proper place for this proposal to be submitted. After discussion, it was suggested that Dr. Burd bring it back to the faculty of College IV for further clarification, and that it then be submitted to the LC II Curriculum Committee which normally considers such proposals.

HUMANITIES DIVISION

Dr. Greenlaw moved the adoption of a "Department of Communication" which would replace the former Communication Arts major. (See attached description). He explained that this would bring under one umbrella courses which formerly had been distributed in several departments. This change would be effective in the Fall Term 1980.

Motion seconded and passed.

Dr. Greenlaw raised the question of the efficacy of the present system of numbering courses, pointing out that it seemed to reflect conflicting philosophies. After much discussion, Dr. Bornmann appointed Dr. Greenlaw to act as chairman of an ad hoc committee to consider this question. Dr. Greenlaw will choose other faculty members for his committee.

Dr. Greenlaw moved that the "J" be dropped from MUS 120J, Acoustics and the Sound of Music.

Motion seconded and passed.



## SCIENCE DIVISION

Dr. Soda moved that the following course to be taught at St. Luke's Hospital be accepted:

CHM 165 Pharmacology (2sh) This course presents significant and relevant nursing implications related to drug therapy, including nursing observations and interpretations of drug response. The most recent information pertaining to commonly used pharmacological agents will be presented.

This course will be taught by Leonard L. Naeger, Ph.D.

Motion seconded and passed.

Dr. Soda moved that the amount of credit granted for CHM 352, Instrumental Analysis, be increased from 4 to 5 semester hours. He explained that this would reflect the increase in lecture time in the course.

Motion seconded and passed.

Dr. Soda moved the adoption of the following new course in the Physical Education Department:

PE 70, National Convention (1 sh)

Current student membership in the American Alliance of Health, Physical Education, Recreation, and Dance (AAHPERD), attendance at the national convention in Spring Term, attending three specific sessions, at least two programs from three different associations of the Alliance, spending a minimum of two hours visiting the exhibit area, and submission of a written report on a minimum of two special projects to be assigned.

After much discussion, it was decided to return the proposal to the Physical Education department, noting that this was, indeed, a very commendable activity, but that there seemed other, presently existing ways, to grant credit for this work.

Dr. Bornmann moved that students of ESL be permitted to audit regular courses with the option of changing to a regular enrollment not later than mid-semester. Motion seconded.

After discussion, during which it was pointed out that the instructor would need to treat these students as though they were regularly enrolled, the motion was passed.

Mrs. Emory presented a list of faculty approved requests for extensions on "Incompletes" received in the Spring Term, 1979. The motion was made to approve the list. Motion seconded and passed.

Mrs. Emory reported that a faculty member had raised the question of entering on transcripts a student's election to Honor Societies.

It was moved that membership in Alpha Sigma Tau be entered on a student's transcript, effective the 79-80 academic year.

Motion seconded and passed.

The meeting adjourned at 1:30 p.m.

Doris Crozier, Secretary



## PROPOSED "DEPARTMENT OF COMMUNICATIONS"

The Department of Communications will offer courses in broadcasting, journalism, film, photography, speech communication and mass communications. A major will be offered in mass communications. Students may create a general mass communications program or may elect to specialize in a particular emphases in Broadcast Production and Performance, Broadcast News and Public Affairs, Broadcast Sales and Management, Photography, Journalism and Public Relations.

Students with a mass communications major should understand that career training for this discipline mandates a strong background in excess of vocational training. In addition to the courses required for the major, the student is urged to select courses which will lead to a strong foundation in the liberal arts. To aid the student in course selection, the entering major will be required to take an examination measuring general knowledge. The student will work closely with an advisor to plan course selection and program development.

Mass communications majors will be required to complete a minimum of 36 semester hours in sequence approved courses. The student must take an additional minimum of 78 credit hours outside of the Department of Communications.

### PROPOSED MASS COMMUNICATIONS MAJOR

All mass communications majors will be required to take the following courses:

- Interpersonal Communication (3 credits)
- Introduction to Mass Communications (3 credits)
- Mass Media and Society (3 credits)
- Mass Communications Law (3 credits)

In addition to the basic "core courses" the students will be required to complete a minimum of 24 additional hours in the major. Students will select these courses according to program emphasis. The program emphases follow.

#### General Mass Communications

- English 311 - Writer's Workshop (3 credits)
- 2-4 credits in Applied Mass Communications
- A minimum of 17-19 credits in other mass communications courses

#### Broadcast Production and Performance

- Radio Production (3 credits)
- Broadcast Newswriting (3 credits)
- TV Production (3 credits)
- Film History or Film and Television Documentaries (3 credits)
- English 311 - Writer's Workshop - Creative Writing (3 credits)
- Advanced Radio Production or Advanced TV Production (2 credits)
- Audience Research or R-TV Organization & Management (3 credits)
- At least 2 credits in Mass Communications Workshops
- At least 2 credits of Applied Mass Communications



#### Broadcast News and Public Affairs

Radio Production (3 credits)  
Broadcasting Newswriting (3 credits)  
TV Production (3 credits)  
Film and Television Documentaries (3 credits)  
English 311 or Newsgathering, Reporting & Writing (3 credits)  
Advanced Radio Production or Advanced TV Production (2 credits)  
At least 1 credit in Mass Communications Workshops  
At least 2 credits in Applied Mass Communications

#### Broadcast Sales and Management

Radio Production (3 credits)  
Broadcast Newswriting (3 credits)  
TV Production (3 credits)  
English 311 - Writer's Workshop or BA 303 Business Communications (3 cr)  
B.A. 205 - Principles of Marketing (3 credits)  
B.A. 350 - Principles of Advertising (3 credits)  
R-TV Organization and Management (3 credits)  
At least 1 credit in Mass Communications Workshops  
At least 2 credits of Applied Mass Communications

#### Photography

Beginning Still Photography (3 credits)  
Intermediate Still Photography (3 credits)  
Topics in Photography (6 hours)  
History of Photography (3 hours)  
(In addition, select 9 hours in the following arts courses:)  
Art 106-Basic Design and Movement  
Art 271-History Drawing and Graphic Art (3 credits)  
Art 261-Twentieth Century Art (3 credits)  
Art 236-Design Workshop (3 credits)  
Art 314-Printmaking - Silkscreen (3 credits)  
Art 238-Visual Communications (3 credits)  
Art 302-Selected Design Problems (3 credits)

#### Public Relations

Newsgathering, Writing, and Editing (3 credits)  
Broadcast Newswriting (3 credits)  
Beginning Still Photography (3 credits)  
Art 237-Visual Communications for Business (3 credits)  
Production and Layout (3 credits)  
Organizational Newsletters (3 credits)  
B.A. 389-Public Relations (3 credits)  
At least 3 credits in Applied Mass Communications  
and/or Mass Communications Workshops

#### Journalism

Newsgathering, Writing, and Editing (3 credits)  
Production and Layout (3 credits)  
Advanced Newsgathering, Writing, and Editing (3 credits)  
Publishing and Editing (3 credits)  
Broadcast Newswriting (3 credits)  
Beginning Still Photography (3 credits)  
Film and TV Documentaries (3 credits)  
At least 3 credits in Applied Mass Communications  
and/or Mass Communications Workshops



**Introduction to Mass Communications.** A survey of the mass communications field. A general description of the mass media, their role in society, how they work together, and their effect on society. Emphasis on newspapers, radio, television, film and magazines. 3

**Radio Production.** An introduction to basic radio station operations. An analysis of programs and audiences in American radio broadcasting. Directed experiences in organization writing, production, direction, and performances of basic radio programs. 3. Preq. Introduction to Mass. Com.

**Broadcast Newswriting.** A laboratory course in the preparation and presentation of newscasts and special news programs. Consideration of interviewing, documentaries, commentaries, editorials, and special events. Planning and preparation of special audio and visual materials. 3. Preq. Intro. to Mass Com. or concurrent registration.

**Television Production.** Theory and practice of television production techniques. An examination of basic program types, equipment, staff organization, studio procedures and production problems. 3. preq. Radio Production.

**Applied Mass Communications.** Staff assignments of campus related media. Assignments include, The Ibis (newspaper), KCLC-FM (radio), KCLC-TV (cable television), departmental newsletters. 1 credit. preq. consent of instructor.

**Advanced Radio Production.** Students carry out advanced assignments in radio production and direction. Preparation, production, and evaluation of various radio programs which may include news, discussion, interview, music, documentaries, entertainment, commercial and special events. 2 credits preq. Television Production and Broadcast Newswriting.

**Advanced Television Production.** Students carry out advanced creative problems in television production and direction. Preparation, production and evaluation of various programs which may include news, discussion, educational, interview, entertainment, documentary, commercial and special events. 2 credits preq. TV Production and Broadcast Newswriting.

**Mass Communications History.** A study of the development of the media and their interrelationships with society. Emphasis will be placed on mass communications in America. 3. preq. Intro. to Mass Com.

**Audience Research.** An examination of various survey methods which will lead to an understanding of media marketing strategies. Students will participate in an audience research project. 3. preq. Intro to Mass Com or consent of instructor.

**Mass Communications Workshop.** A focused examination of the specialized skills required in a field of mass communications. Topics will vary. 1 to 3 credits. preq. consent of instructor.



**Mass Media and Society.** An examination of the mass media as a dynamic institution in our society. Consideration of the historic, economic, cultural, political, technological and philosophical settings within which the media operate. 3 preq. Intro. to Mass Com. & Junior standing.

**Mass Communications Law.** The study of the laws which affect the mass media, such as libel and privacy. Includes a study of constitutional, statutory and administrative laws. 3 preq. Intro. to Mass Com. and Junior standing.

**Radio-TV Organization and Management.** A study of the operation and management functions of radio and television stations. Special emphasis on the various departments common to all size stations. An examination of basic personnel management techniques. 3 preq. consent of the instructor.

**Internship in Mass Communication.** Placement in professional organizations with the field of mass communications. 1-6 credits, may be repeated. Preq. Departmental consent.

**Advanced Broadcast Newswriting.** Advanced assignments in the preparation and presentation of broadcast news. Specialized reporting assignments and techniques in news coverage. Emphasis on public affairs reporting. 3. Preq. Broadcast Newswriting.

## JOURNALISM

Newsgathering, Writing and Editing. An introduction to newspaper reporting. A study of newsgathering methods, newspaper policies and writing news stories. Development of organizational and writing skills for newspapers. Typing skills are required. Preq. Introduction to Mass Com. or concurrent registration. Course cannot be taken concurrently with Broadcast Newswriting. 3 hrs.

Advanced Newsgathering, Reporting and Editing. Advanced study and practice in reporting news. Study of the purposes and methods of preparing copy for publication. Problems in judgment and handling of news. 3 hrs. Preq. Newsgathering, Writing and Editing.

Publishing and Editing. Selecting, editing and publishing of the editorial content of newspapers, magazines, brochures, etc. Emphasis in newspaper make-up and magazine format. 3 hrs. Req. Newsgathering, Writing, and Editing.

Production and Layout. Production, illustration, design, layout, and photocomposition of newspapers, magazines, brochures, etc. Emphasis in newspaper make-up and magazine format. Use of the IBM Electronic composer, platemakers and offset press. 3 hrs.

Organizational Newsletters. An examination of formalized communications within business organizations. Study of house organs and external publications. Students will participate in the development and publication of a newsletter. 3 hrs. consent of instructor.

School Publications. A course designed to train students to become advisors of school publications. Includes a study of publications, emphasizing their role and function. Discussion of problems connected with such publications. (not intended for Mass Communications majors.)

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Other classes included in the major.

Broadcast Newswriting

Film and Television Documentary

Beginning Still Photography

History of Film: 1894-1980. Concentrated study of film from the pioneering efforts of Edison, Griffith and Eisenstein through Charlie Chaplin and Buster Keaton to the contemporary films of Hitchcock, German and Fellini. Emphasis is placed on the art and graphic history of film as well as its place in mass media. 3 \$15 fee.

Contemporary Film. Viewing and discussion of selected films with emphasis on Western and Eastern European and Third World films and filmmakers. 3 \$15 fee.



Film and Television Documentaries. Historical, political and social origin of film and television documentaries. Approach will be theoretical and practical with emphasis on the controversial nature of contemporary television commentaries. 3 \$10

Topics in Film. Concentrated study in one aspect of film such as genre studies or the films of specific directors. Prerequisite History of Film, or permission of the instructor. May be repeated. 3 \$15 fee.

Fiction into Film. A study of the problems of adapting fiction to the visual medium of film and television through writing short scripts based on stories and plays. Students will also study films made from short stories and novels. 3

Popular Culture and Mass Media. A methodology for analysis of the content of television, radio, film and print medias in relation to the popular tastes and value systems of the mass audience. Examination of popular formulas, stereotypes and conventions to determine the origin of their appeal. 3

Motion Picture Workshop. Writing, filming and editing of a 16mm film. Student crews will produce a short film based on an original script. 3 \$15.

Beginning Still Photography. An introduction to the basic principles of still photography, camera and darkroom techniques. 3. \$15 fee

Intermediate Still Photography. A concentrated study of the works of selected photographers for criticism and analysis. Students will complete assignments in photography and submit a portfolio of prints. Preq. Beginning Still Photog. 3. \$15 fee.

History of Photography. Concentrated study of the technological and aesthetic developments in photography from 1839 to the present. 3. \$10 fee

Topics in Photography. Experimental photography for the advanced student. Experimentation and manipulation of the photographic image. Students will design and submit a major portfolio of mounted prints. req. Beginning and Intermediate Still Photography. May be repeated. 3. \$20 fee.

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Art 261 Twentieth Century Art. 3  
Art 271 History of Drawing and Graphic Arts. 3  
Art 236 Design Workshop. 3  
Art 314 Printmaking - Silkscreen. 3.  
Art 238 Visual Communication Design. 3

Other courses  
within the  
Photography  
emphasis.

Production & Layout  
Publication & Editing.

## SPEECH COMMUNICATION COURSES

Interpersonal Communication An introductory study of the dimensions of speech communication. The course will examine the oral communication process in one-to-one relationships, small group interaction and in public speaking situations. (3 credits)

Voice and Diction Study and application of the principles and techniques of proper diction, vocal support, voice placement and word usage. (3 credits)

Business and Professional Speaking The principles of public speaking are applied to specific types of oral reports, manuscript preparation and reading, and the techniques of speaking before business and professional groups. (3 credits)

Argumentation and Debate The study of the argumentation process and its usage in daily communications, advertising, politics, and speech writing. Debate includes selection and development of material and techniques of formal debate. Procedures for organizing and coaching debate teams are examined. (3 credits)

Human Relations An introduction to the principles of human relations with an emphasis on verbal communication and basic general semantics. (3 credits)

Nonverbal Communication An examination of human communication through gesture, physical movement, vocal inflection, physical appearance, space relationships, and kinesic analysis. (3 credits)

Oral Interpretation (3 credits)

Storytelling and Creative Dramatics The history of the art is studied and its techniques are applied in participation situations with adult audiences and child groups. Attention is also given to the technique of developing stories into creative drama activities for child classroom and recreational participation. (3 credits)

Organizational Communication An examination of the dynamic communication process within a business organization. Application of the basic principles of communication within the flow of the organizational structure. Emphasis on detecting communication breakdowns within the organization which lead to inefficient communication and ineffective management technique. (3 credits)



The Lindenwood Colleges  
St. Charles, Missouri

Minutes  
Meeting of the Faculty of The Lindenwood Colleges  
October 4, 1979

The regular meeting of the Faculty of The Lindenwood Colleges was held Thursday, October 4, 1979, at 12 noon, in the Fine Arts Building. Provost James F. Hood presided in President Robert Johns' absence. Dr. Esther L. Johnson gave the invocation.

Jeffie Feely and Karen Gayer attended the meeting as student representatives.

A motion was made, seconded and passed that the minutes of the September 13 meeting be approved as distributed.

Dr. Harriet L. Marsh, Dean of Students, introduced the following people who will work in programs to increase activities in the residence halls and on the campus in general, and to establish a career planning program:

Patricia Magerkurth, coordinator of residence halls programs.

Anastacia Aldridge, a Lindenwood 4 graduate student, working with students in academic counseling as an intern.

Mark Kaintz, a Lindenwood 4 graduate student, working with students in vocational counseling as an intern.

Terre Dunscombe, an R.N. in the B.S.N. program, will be working in the Health Center so that the Health Center hours can be expanded. She will be on call in the evenings, and available for residence hall programs.

Dr. Hood introduced Moheb Seif El-Nasr, a chemist who is visiting our campus.

Dr. John A. Bornmann, Chairman of the Educational Policies Committee, announced that EPC will meet Tuesday, October 23. Agenda items should be sent to him by October 19. In the future EPC will meet on Tuesdays two weeks before faculty meetings.

Dr. Hood reported that the Humanities Division has proposed that a set time be designated for divisional meetings. After discussion it was agreed that meetings of all divisions would be on the Tuesday, the week before EPC meets.

Dr. Hood announced that the following have been elected officers of Faculty Council:

Lucy Morros, Chairman  
Jeanne Huesemann, Vice Chairman  
James Feely, Secretary

There was no report from Faculty Council.

Mr. Frank W. Hetherington, Director of Admissions, reported that there are 642 new students. Of these there are:

173 day student  
208 evening student  
101 Lindenwood 4  
2 Master's in Theatre  
54 M.B.A.  
20 M.Ed.  
35 unclassified  
49 O.C.I., senior citizens, staff, etc.

There are a total of 209 resident students, and the total number of students is approximately 1700.

Mr. Rickard Scott gave the following figures in regard to work study:

1978-79 - approximately \$129,000 available for students  
to work on campus  
approximately \$ 29,000 from the Government for  
College Work Study  
approximately \$100,000 from institutional funds for  
College Work Study plus  
work grants.

1979-80 - approximately \$ 80,000 available  
approximately \$ 50,000 from College Work Study  
approximately \$ 30,000 from institutional funds

Projected for 1980-81 - between \$150,000-\$175,000 available  
between \$125,000-\$150,000 from College Work  
Study  
approximately \$ 25,000 from institutional funds

Mr. Scott gave the following figures for total financial aid:

12/1/78 - approximately \$456,000 total  
approximately \$227,000 institutional funds  
approximately \$229,000 Federal State, and other funds

6/30/79 - approximately \$678,000 total in 1978-79  
approximately \$180,000 institutional funds  
approximately \$498,000 Federal, State, and other  
funds

Estimate 1980-81 - approx. \$1,425,000 total  
approx. \$ 225,000 institutional funds  
approx. \$1,200,000 Federal, State, and other funds

Estimate 1980-81 - based on 25% increase of student aid population:  
approx. \$2,000,000 total  
approx. \$ 250,000 institutional funds  
approx. \$1,750,000 Federal, State, and other funds



Mr. Scott reported that the President has asked him to help with grant applications in student services and humanities. One grant has been received to be applied to the control board for the radio station. He is working on a grant for library books. He said that he would be glad to help faculty members prepare grants.

Dr. Hood announced that catalogs have been received and may be picked up in his office.

Dr. Hood reported that under Section 504 of Title IX a census must be made of any students in any class who have handicaps, including learning disabilities, and these names should be reported to him along with the nature of the handicap. Faculty members who are unsure, but suspect, that a student has a handicap should give the name of the student to Marcelle Soda so that she can investigate.

Registration for January and Spring Terms must be this term. It was agreed that it should be on a Wednesday, when classes will be dismissed, and that a date will be set as soon as replies come in in regard to changes in January courses.

Mrs. Emory announced that grades for any students with incompletes from the last term must be in prior to the meeting of the Educational Policies Committee on October 23.

Ms. Cynthia LaFata announced that her voice recital will be Sunday, November 4, at 8:00 P.M., in Jelkyl Center. Mr. Groff Bittner will accompany her.

Mrs. Jeanne Huesemann announced that this will be the last year that the Danforth Foundation will approve new Danforth Fellowship candidates. Recommendations for such fellowships should be given to Mrs. Huesemann.

Dr. John McClusky announced that the Danforth Foundation also awards graduate fellowships to students who have graduated from Lindenwood and who have taken a leave of absence but wish to go to graduate school, or for students who are presently in graduate school. Recommendations for these fellowships should be sent to Dr. McClusky.

Mr. John Wehmer announced that the Louise Leak show will go up Monday, October 7. The opening reception will be on October 19 from 4:00 - 6:00.

Dr. Hood announced that Saturday, October 20, will be the major day of alumni weekend. At 3:00 there will be recognition of Sibley Hall's acceptance on the National Register of Historic Places. That morning there will be a student fair. Parents, in addition to alumni, are invited for the weekend.

Ms. Joy Ebest announced that there will be an alumni-varsity field hockey game the afternoon of October 20.

There being no further business, the meeting was adjourned at 1:10.

Approved:

Mary Yonker  
Acting Secretary

Penelope Biggs  
Secretary of the Faculty

*John Nechts*

FACULTY MEETING AGENDA

December 6, 1979, 12 noon

Room 101, Fine Arts Building

- I. Invocation - Dr. Johnson
- II. Minutes of November 1, 1979 meeting
- III. Report of Educational Policies Committee - Dr. Bornmann
- IV. Report of Faculty Council - Dr. L. Morros
- V. Report of the President
- VI. Business from the floor
- VII. Announcements
- VIII. Adjournment

PLEASE NOTE CHANGE IN PLACE OF MEETING FROM ROOM 202 TO ROOM 101,  
FINE ARTS BUILDING.



November 14, 1979

FOR YOUR IMMEDIATE ATTENTION

Based on recent information obtained through an accreditation consultant from the National League of Nursing the following changes in the credit hour distribution will go into effect the Spring 1980 semester.

Lower division nursing transfer credit is reduced to 30 semester hours.

Upper division nursing requirements are increased to 32 semester hours.

The following specific credit hour changes should be noted:

Crisis Intervention in Health Care (elective)	3
Nursing care in the Final Stage of Growth (elective)	3
Quality Assurance in Nursing (elective)	3
Gerontology and Related Nursing Measures (elective)	3
Drug Therapy: Physiological Basis and Nursing Implications (elective)	3
Nursing Process	3
Contemporary Issues in Nursing	3
Methodology of Teaching-Learning in Patient Counseling and Health Education	3
Assessment: Initial Step in the Nursing Process	5
Health Care Delivery in Episodic Settings	6
Health Care Delivery in Distributive Settings	6

Pat Afshar, Director  
Nursing Programs

MEMORANDUM

TO: Educational Policies Committee  
FROM: Jack Bornmann, Chairman, Division of Natural Sciences  
DATE: Wednesday, November 21, 1979  
PE: New course offering, Physical Education Department

The Division of Natural Science unanimously approved the below listed course. Your approval is requested for the following new course offering of the Physical Education Department.

PE 70 National Professional Preparation Seminar 1 cr. hr. Craig

Course is designed to expose the students to the broad spectrum of physical education, recreation, and dance in a professional setting by attendance at the National Convention of the American Alliance of Health, Physical Education, Recreation, and Dance. (The most active organization within NEA.) Students will have the opportunity to meet many outstanding leaders in the field and observe demonstrations of new teaching tools and techniques. Students must attend several organizational meetings on campus prior to the convention, attend a select number of the more than 200 programs presented, and visit the exhibition hall of more than 800 exhibitors. Students must present final report on campus upon return.



The Search Committee, after consulting with the President and with the endorsement of Faculty Council, makes the following recommendation and motion. In preparation for identifying a new dean, making a set curriculum that does not change each year and publishing a catalogue, perhaps, every other year, the Search Committee moves the formation of a committee to define the purposes, degree and programs of the college in terms of our own conception of ourselves and in relation to other colleges of our type and size.

We move that the faculty of The Lindenwood Colleges establish a committee of seven faculty members (at least one from each division) with the purpose of examining the goals and curriculum of the BS and BA programs of Lindenwood I and II. The committee is to be elected by the faculty from a slate consisting of the following nominees and nominees from the floor of the faculty meeting of December 6. The committee should begin work immediately in order to report its recommendations of the academic program and organization to the faculty by the meeting of March 6. The committee should prepare its report after gathering data and recommendations from students, faculty, staff, alumni and other parties interested in the welfare of The Lindenwood Colleges and from a study of colleges similar to ours.

Persons nominated by the Search Committee and willing to serve:

Daryl Anderson  
Ed Balog  
Howard Barnett  
Penelope Biggs  
Jack Bornmann  
Lucy Morros  
Dan Rocchio

The Lindenwood Colleges  
Office of the Registrar

Degree: Bachelor of Fine Arts

Date: December 20, 1979

Martha Jane Bunch

Degree: Associate in Science

Date: December 20, 1979

Ellen T. Duehlmeier

Jean Marie Steinhoff

Degree: Master of Business Administration

Date: December 20, 1979

Phillip L. Duncan

Eleanor Elizabeth Fadling

Ronald Lee Griesenauer

Geoffrey Wayne Grosz

Michael Quinn King

Carol Jean Vreeland

Larry Francis Valtehas

William H. Weber

Mary Christine Melby



The Lindenwood Colleges  
Office of the Registrar  
November, 1979

Degree: Bachelor of Arts

Date: December 20, 1979

Dorothea Gertrud Botz

Patricia Sue Preble

Leigh Ann Lauer

Degree: Bachelor of Science

Date December 20, 1979

Paul Eugene Chandler

Elizabeth Janice Diener

Greg Anthony Duchinsky

Terre Ann Dunscombe

Jewett Paul Ellis, Jr.

Peggy L. Fritz

Bernadette Mary Geringer

Ronald Gene Gilliland

Bethel Ann Hagler

Margaret Joan Harman

Susan Ann Harness

Pattie Dean Hoffmann

Kathy Sue Hagar Kunze

Sylvia Jean Lorenz-Gaylord

Michael Steven Merrifield

David Allen Orf

Minnie Kathryn Pennington

Thomas Edward Pryor

Denise Pearl Sykes

Mark Anthony Thomas

Terry Collins Weaver

Carol Marie Welch

David George Wilhelm

The Lindenwood Colleges  
Office of the Registrar

Degree: Bachelor of Arts

Date: September 29, 1979

Nancy Meyerhardt

Degree: Bachelor of Science

Date: September 29, 1979

Daniel G. Blymyer

(Peggy) Ruth Dwyier

Milton S. Fall III

Celia Ramirez Heil

Brenda K. Jones

Leora Daniels Lawrence

Degree: Master of Arts

Date: September 29, 1979

Arthur G. Hawkins

Sister Ann Maureen Mangelsdorf, O.S.U.

Randy Ring

Alexander Patico

Donald J. Tabone

Carolyn Ann Goss Timm

Irmtraud H. Reswick

Marion E. Woyna



THE LINDENWOOD COLLEGES  
ST. CHARLES, MISSOURI

Minutes

Meeting of the Faculty of The Lindenwood Colleges  
November 1, 1979

The regular meeting of the Faculty of The Lindenwood Colleges was held Thursday, November 1, 1979, at 12 noon, in the Fine Arts Building. President Robert Johns presided. Dr. Esther L. Johnson gave the invocation.

Karen Gayer attended the meeting as a student representative.

A motion was made, seconded and passed that the minutes of the October 4, 1979 meeting be approved as distributed.

Dr. John A. Bornmann, Chairman of the Educational Policies Committee, presented a request for the formation of the Department of Communication. Description of the program is attached to the agenda of the November 1 meeting. Under this program the Communication Arts major would be replaced by Mass Communications. On behalf of EPC Dr. Bornmann moved that the proposal be adopted. The motion was seconded and carried.

On behalf of EPC Dr. Bornmann moved that ESL students be permitted to audit regular courses with the option of changing to a regular enrollment not later than mid-semester. The motion was seconded and approved.

Dr. Bornmann called attention to new courses and changes in course credits as reported in the October 23 Educational Policies Committee minutes attached to the agenda. These do not require faculty action. He announced that Dr. Kenneth Greenlaw will serve as chairman of an ad hoc committee to consider the question of the efficacy of the present system of numbering courses. Dr. Greenlaw will choose other faculty members for his committee.

Dr. Lucy Morros, Chairman of Faculty Council, reported that the Council is working on the following:

1. The Council's consultative role in hiring the Dean of the Faculty.
2. Their consultative role in reviewing first and second year faculty members for retention or dismissal. First year faculty must be notified by March 1, 1980 if they are not to be reemployed and second year faculty by December 15, 1979.
3. Their consultative role in reviewing faculty members for promotions and the Council's recommendatory role in reviewing criteria used concerning promotions. The Council has established an ad hoc committee to gather pertinent information about every full-time faculty member's status and rank, to determine which faculty members

need to be evaluated for promotion this year, and to set in motion plans for yearly evaluation based on consistent criteria. A Faculty Council Inquiry Form has been distributed to all full-time faculty members to begin these objectives. Members of the ad hoc committee are Penelope Biggs, Jeanne Donovan, John Wehmer, and Lucy Morros.

4. The joint action role of the Council in the consideration of cases concerning tenure.
5. The Council's recommendatory work on the Bylaws.

Dr. Bornmann reported that the Search Committee met October 29 and will meet with the President November 5 to decide if it is time to begin the search for a Dean of Faculty.

Mr. John Wehmer reported that at the Faculty Council meeting the question came up about the use of the old Health Center and that he has talked with the President about it. President Johns said that he had had an engineering survey made of the building and the engineer believes that the building can be brought back to be a revenue producing building. Several young men are now living in the building and making cosmetic repairs. There are no plans at the present time for the use of the building subsequent to July 1 when the work will be completed. If the building can produce income for the college, it would be used for that purpose.

De. Kenneth Greenlaw announced that weekend tickets for the Elizabethan Holiday Feasts have all been sold. There are only about 90 tickets left for Thursday nights.

Mr. William Link announced that faculty play volley ball every Wednesday at 11:45 in Butler Gymnasium and that anyone interested is invited to join them.

Dr. James F. Hood announced that registration for January courses will be held the week of November 5.

There being no further business the meeting adjourned at 12:25.

Mary Yonker  
Acting Secretary

Approved:

Penelope Biggs  
Secretary of the Faculty



*John Keebels*

FACULTY MEETING AGENDA

January 10, 1980, 12 noon

Room 202, Fine Arts Building

- I. Invocation - Dr. Johnson
- II. Minutes of December 6, 1979 meeting
- III. Report of Educational Policies Committee - Dr. Bornmann
- IV. Report of Faculty Council - Dr. L. Morros
- V. Business from the floor
- VI. Announcements
- VII. Adjournment

EDUCATIONAL POLICIES COMMITTEE

December 11, 1979  
12:30 P.M.  
Red Room, Cafeteria

Present: Balog, Bornmann, Burd, Crozier, Eckert, Emory, Eisendrath,  
Jeffie Feely, Greenlaw, Hood, Soda

The meeting was called to order by the Chairman, Dr. Bornmann.

No report from the Social Science Division.

No report from the Natural Science and Mathematics Division.

Dr. Greenlaw moved the adoption of the attached report from the ad hoc committee on course numbering. Motion seconded.

Upon a question for clarification, the chairman said that, if passed by the committee and the faculty, this system would go into effect for the new catalog, Fall Term, 1980.

After discussion, the motion was passed.

Meeting adjourned at 12:53 p.m.

Respectfully submitted,

Doris Crozier, Secretary



TO: EPC

FROM: Ad hoc committee on course numbering system, Ken Greenlaw, chairman

DATE: December 11, 1979

The committee recommends that:

1. all courses be given three digit numbers, 100, or above.
2. that the numerals 100-199 designate introductory survey courses, open to all students without prerequisites. (Two term sequential courses should be numbered consecutively, such as 101, 102, and given a single course description.)
3. that the numerals 200-299 designate more specialized courses open to all students without prerequisites.
4. that the numerals 300-399 designate courses having prerequisites, the specifics of which are noted in the course description. Sophomore standing or the permission of the instructor required. (All undergraduate independent study courses should be at the 300 level, with the exception of honors projects.)
5. that the numerals 400-499 designate senior level courses, including field studies, internships, and honors projects.
6. that the numerals 500-599 designate graduate courses, including graduate level independent studies, field studies, and internships.
7. that the letter T (following a 300 or higher level course number) indicate a tutorial.
8. that the letter L following a course number indicate a lab.
9. that all courses which may be repeated for additional credit carry a statement to that effect in their descriptions, indicating the maximum number of units allowed.

The Lindenwood Colleges  
St. Charles, Missouri

Minutes

Meeting of the Faculty of The Lindenwood Colleges  
December 6, 1979

The regular meeting of the Faculty of The Lindenwood Colleges was held Thursday, December 6, at 12 noon, in the Fine Arts Building. President Robert Johns presided. Dr. Esther L. Johnson gave the invocation.

Jeffie Feely and Karen Gayer attended the meeting as student representatives.

A motion was made, seconded and passed that the minutes of the November 1 meeting be approved as distributed.

Dr. John A. Bornmann, Chairman of the Educational Policies Committee, reported that a number of nursing courses have been raised to the 300 and 400 level, and that EPC approved a change in course credit from two semester hours to three semester hours.

On the recommendation of EPC Dr. Bornmann moved that courses used to satisfy distributional requirements may also be used to satisfy major requirements. The motion was seconded and approved.

Dr. Lucy Morros, Chairman of Faculty Council, reported the following took place at the Council's November 15 meeting:

1. The Search Committee for the Dean of the College reported that after a meeting with President Johns the search will recommence March 1, 1980 to fill the position by Fall 1980. In the interim between the beginning of December to the end of February, the Search Committee recommends that an ad hoc internal/external curriculum study committee be formed to study the BS/BA curriculum in LC I and II. This committee will be made up of seven faculty members with at least one from each division and will report back to the faculty by the end of February on its assessment of the curriculum and on the kind of candidate who will best serve our academic interests. Faculty Council unanimously endorsed the formulation of such a committee.
2. In regard to the review of seven second-year faculty members for retention or dismissal by December 15, 1979, Dr. Hood reported that he has informed by letter these faculty members (Carol Craig, Jeanne Donovan, Kathy McCall, Bill Link, Su Relyea, Dan Rocchio, and Arlene Sueoka) about the evaluation process. He will present materials collected (student evaluations, faculty-peer evaluations, self-evaluations, his own evaluation of their classroom performance) at the Faculty Council meeting December 13.



3. Dr. Hood reported that he will prepare the following document for review by the Faculty Council at its January meeting: the proposed bylaw changes of May 1978 which have been provisionally accepted by the Board embedded into the text of the original bylaws accepted by the Board.
4. In regard to the ad hoc committee reviewing faculty for promotion, Dr. Jeanne Donovan will tabulate the information on the Faculty Council Inquiry Forms and make a report at the December 13 Faculty Council meeting.
5. Charlotte Hanselman is presently contracted as a staff member in the ESL program although she is teaching in the program. The question of whether to change her status from staff to faculty will be addressed at the December 13 meeting of the Council.

Dr. Bornmann, Chairman of the Search Committee, moved that the faculty of The Lindenwood Colleges establish a committee of seven faculty members (at least one from each division) with the purpose of examining the goals and curriculum of the BS and BA programs of Lindenwood I and II, and reporting to the faculty by the meeting of March 6. The motion was seconded and passed.

Dr. Bornmann moved on behalf of the Search Committee that the following be nominated to serve on the committee:

Daryl Anderson  
Ed Balog  
Howard Barnett  
Penelope Biggs  
Jack Bornmann  
Lucy Morros  
Dan Rocchio

The following were nominated from the floor:

William Link  
Wesley Van Tassel

There being no further nominations, the nominations were closed.

The following were elected to serve on the ad hoc curriculum study committee:

Daryl Anderson  
Ed Balog  
Howard Barnett  
Penelope Biggs  
Jack Bornmann  
Lucy Morros  
Dan Rocchio

On the list of degree candidates attached to the agenda Mrs. Emory asked that the name of Mary Christine Melby on page 1 be deleted and that the name of Sarah Fehrman be added on page 2 under Bachelor of Science degree. Mrs. Emory moved that the candidates for degrees, as amended, be approved subject to satisfactory completion of requirements. The motion was seconded and passed.

Ms. Anastacia Aldridge, Counselor Intern, reported that the Counseling Department is offering such support services as workshops in studying for exams and tutoring. In regard to career planning a career fair will be held in March.

Dr. W. Dean Eckert announced that the exhibition now in the Art Building includes a collection of works that have been loaned by members of the Associates of Arts.

Dr. Wesley Van Tassel announced that "A Christmas Carol" opens December 7.

Dr. Kenneth Greenlaw announced that the St. Charles Choral Society concert will be Sunday, December 9, at 2:30 and 7:30. There is no charge for admission. The St. Charles Children's Choir concert will be Sunday, December 16, at 7:30.

Mrs. Groff Bittner announced that the Christmas party at the stables will be Sunday, December 9.

Dr. James Evans announced that Andrew Chirchirillo has received his doctorate from the University of Missouri-St. Louis.

President Johns reported on the serious financial situation of the college and some measures which are being made to correct this. A period of questions and answers followed his report.

There being no further business, the meeting was adjourned at 1:20.

Mary Yonker  
Acting Secretary

Approved:

Penelope Biggs  
Secretary of the Faculty



*John Needels*

FACULTY MEETING AGENDA

February 7, 1980, 12 noon

Room 202, Fine Arts Building

- I. Invocation - Dr. Johnson
- II. Minutes of January 10, 1980 meeting
- III. Report of Educational Policies Committee - Dr. Bornmann
- IV. Report of Faculty Council - Dr. L. Morros
- V. Report of the President
- VI. Business from the floor
- VII. Announcements
- VIII. Adjournment

The Lindenwood Colleges  
St. Charles, Missouri

Minutes

Meeting of the Faculty of The Lindenwood Colleges  
January 10, 1980

The regular meeting of the Faculty of The Lindenwood Colleges was held Thursday, January 10, 1980, at 12 noon, in the Fine Arts Building. Provost James F. Hood presided in the absence of President Johns. Dr. Esther L. Johnson gave the invocation.

Jeffie Feely and Karen Gayer attended the meeting as student representatives.

A motion was made, seconded, and passed that the minutes of the December 6 meeting be approved as distributed.

Dr. John A. Bornmann, Chairman of the Educational Policies Committee, moved on behalf of EPC adoption of the nine recommendations in the report of the ad hoc committee on course numbering system of December 11 attached to the agenda. The motion was seconded. During the discussion it was agreed that item 2 should read "that the numerals 100-199 designate introductory or survey courses..." It was then moved to amend the motion by striking "or survey" so that item 2 would read "that the numerals 100-199 designate introductory courses..." The amendment was seconded and passed. The motion as amended was passed. The nine recommendations now read:

1. That all courses be given three digit numbers, 100, or above.
2. That the numerals 100-199 designate introductory courses, open to all students without prerequisites. (Two term sequential courses should be numbered consecutively, such as 101, 102, and given a single course description.)
3. That the numerals 200-299 designate more specialized courses open to all students without prerequisites.
4. That the numerals 300-399 designate courses having prerequisites, the specifics of which are noted in the course description. Sophomore standing or the permission of the instructor required. (All undergraduate independent study courses should be at the 300 level, with the exception of honors projects.)
5. That the numerals 400-499 designate senior level courses, including field studies, internships, and honors projects.
6. That the numerals 500-599 designate graduate courses, including graduate level independent studies, field studies, and internships.
7. That the letter T (following a 300 or higher level course number) indicate a tutorial.



8. That the letter L following a course number indicate a lab.
9. That all courses which may be repeated for additional credit carry a statement to that effect in their descriptions, indicating the maximum number of units allowed.

Dr. Lucy Morros, Chairman of Faculty Council, announced that the Council met December 13 and discussed the following:

1. The status of Charlotte Hanselman. Ms. Hanselman holds a staff contract although she is teaching a full-time load in the ESL Department. Ms. Su Relyea presented information indicating the ESL position should be a faculty one and that Charlotte Hanselman should fill the position. Faculty Council concurred that a third faculty slot be authorized in the ESL Department and recommended that Charlotte Hanselman fill it.
2. Report from the ad hoc committee on promotions. Dr. Jeanne Donovan presented the promotion information gathered from all full-time faculty members and the tabulation of their promotion history. After discussion it was agreed that the committee would (1) formulate procedural recommendations about promotional review for all faculty members and (2) recommend that the Faculty Council look at specific cases at the next meeting.
3. Review of second year faculty members for retention or dismissal. Final recommendations are to be made at the next meeting after Faculty Council members review each faculty member's file with vita and faculty and student evaluations.

Dr. Hood asked that members of the faculty give him times and places where they are meeting January classes. He also announced that budget hearings in connection with the 1980-81 budget will be scheduled soon.

Best wishes were extended to Mrs. Cynthia LaFata Benavides on her recent marriage.

In regard to the work of the ad hoc committee on curriculum study Dr. Howard Barnett asked that members of the faculty give the committee their thoughts on what a liberal arts college is. Dr. Bornmann reported that a survey is being made of catalogs of other colleges, as well as a survey of the American Council on Education study. A questionnaire which will be distributed to faculty and students is being prepared. Reactions of people who have taught in large required courses also are being sought.

Dean Harriet Marsh announced that the Berlitz School of Languages has leased facilities at Lindenwood for six months for instruction of 40-44 Saudi Arabian students. Some of the instructors will come in on January 14. Classes will begin on January 28. This program has nothing to do with Lindenwood's ESL program.

There being no further business the meeting was adjourned at 12:35.

Approved:

Mary Yonker, Acting Secretary

Penelope Biggs  
Secretary of the Faculty

EDUCATIONAL POLICIES COMMITTEE

January 29, 1930  
Noon  
Young Hall, Room 317

Present: Bornmann, Ebest, Eisendrath, Jeffie Feely, Soda, and Howard Barnett, representing the Humanities Division.

The meeting was called to order by the Chairman, John Bornmann.

A proposal for the Lindenwood Summer Developmental Program was presented to EPC by Dan Rocchio, Dom Soda and Howard Barnett, who prepared the proposal. After discussion the proposal was approved by EPC.

The following new course was presented to EPC for approval:

PE 253 Outdoor Recreation Workshop (2 semester hours)  
The course is designed to primarily train teachers in the areas of camping, canoeing, orienteering, backpacking, rock climbing/ rappeling, and pioneering (ropes course). Speakers and films will be incorporated from Missouri Conservation Agency, Project Stream, Outward Bound, St. Louis Parks and Recreation, local outdoor sports equipment shops, and the St. Louis Orienteering Club to assist.  
Lab Fee \$50.

The new course was approved by EPC.

The following new course was presented to EPC for approval:

PSY 432 Advanced General Psychology (3 semester hours)  
Students will survey the history of psychology and analyze recent developments in various fields of psychology in historical perspective. Each student will conduct a thorough literature review of a general topic and write the equivalent of one chapter of an introductory psychology textbook. Also, professional issues and ethics will be covered.  
Prerequisite: PSY 100  
(This course will be a requirement for all psychology majors it replaces the field study as a major requirement.)

In the discussion several questions arose, and it was felt that a representative of the Psychology Department should be available to answer the questions. The proposal was tabled until the next meeting of EPC at which time the Chairman of the Psychology Department will be asked to attend.

Changes in the catalog requiring EPC approval should be submitted soon. It appears that the March meeting of EPC and the April 3 meeting of the faculty would be the absolute deadline for approvals in order for them to be included in the catalog.

John A. Bornmann



PROPOSAL: LINDENWOOD SUMMER DEVELOPMENTAL PROGRAM

Number of Students: Approximately 30

Date: June 9 through August 1, 1980 - an 8 week session

Time: 8:30- 12:00 noon, Daily, M-F

Schedule: Math - 1 hour/day = 40 hours total; Composition = 40 hours total  
Reading/Study Skills = 30-35 hours; Counseling = 20 hours

Requirement: Students must take all phases of the program

Credit: 1.5 or 3 hours under the title LCC-100 only for those who qualify

Background and General Description

This program will consist of four integrated components: 1) English Composition, 2) Mathematics, 3) Reading/Study Skills, and 4) Counseling. These components will be designed for students, who for various reasons, feel unprepared for college level work and/or feel uncertain about the need or role of a college education in their future. It may appeal to graduating high school seniors who may have been accepted into college for the fall; those who have not made a decision about college; continuing education students who feel the need for a renewal program; those who have been turned off and unsuccessful as a high school student but have the ability to succeed in college; freshmen who have not done well.

These students, who come or do not come to Lindenwood, feel the need for a program of support services in order to improve their chances of success and retention. Although the need for a year-round program of support services is evident, this summer session will hopefully provide the support so vital during a student's first experience in college. This program will therefore develop the skills, attitudes and self-esteem necessary for success in college or help students make the decision to choose a more viable alternative.

It is expected that some students will need intensive basic skills instruction in math and composition while others will only need a brief review of basic pre-college skills and then will be ready to begin college level work in math and/or composition. Students who are able to demonstrate proficiency in college level math and composition skills will be granted three hours of elective college credit (LCC 100) applicable to a degree but not fulfilling any major, general education, or distributional requirements. Students will receive partial credit or 1.5 hours of credit if proficiency is demonstrated in only one of the content areas, math or composition. Thus, students will receive 1.5 or 3 hours of credit or no college credit. No specific proficiency level will be required in the reading/study skills component but successful completion of classroom and homework assignments will be necessary to earn the college credit related to either the math or composition classes.

Students will be given pre-tests in composition, math, and reading/study skills in order to plan an appropriate program for all students. Personality, attitude and career inventories may also be administered to help plan appropriate counseling activities. Enrichment activities will be included in both the math and composition areas to insure a high level of motivation and self-worth. Social activities and group counseling activities will be planned to provide a less formal atmosphere for student and faculty interaction.



Graduate teaching assistants will be provided for composition, math, and study skills components to aid in grading and other forms of feedback and to allow the major instructor to group students for instruction that will meet the needs of all students. These assistants will be required to participate in a one day (i.e., 6 hour) training session with the appropriate major instructor. A one day planning session will be held prior to this training session so that the entire staff can discuss strategies for integrating skill instruction in various areas, discuss enrichment activities and discuss mechanisms for formative evaluation of student skills and attitudes.

#### Specific Course Descriptions and Tentative Schedules

Mathematics: 8:30-9:30, M-F

This component is designed 1) to improve basic arithmetic skills (if necessary) to reach at least the 80% level on the M.A.A. basic skills test, 2) to develop and use the basic language and concepts of mathematics including sets (the language and algebra sets), logic and truth tables, number systems (integers, rational, real, complex, operations, ordering), algebra (linear, quadratic equations, function concept) and geometry (lines, distance formula, circles, parabolas) and 3) to enliven and enrich these basic subjects by using modern manipulative tools, including logic blocks, calculators, and computers. Evaluation will be based on 1) evidence of significant effort and progress, 2) class assignments, 3) homework assignments, and 4) quizzes and tests.

Reading/Study Skills/Counseling: 9:35-10:55, M-F

This time period will include a floating thirty (30) minute break period where students and instructors can meet in a lounge type setting for more informal interaction. Several of these break sessions will include structured group counseling activities and career information forms and attendance may be mandatory. Some of these informal sessions may require some time to be eliminated from the reading/study skills class. This floating break period in the middle of the morning will allow instructors to participate periodically in the structured counseling sessions without requiring them to spend too much extra time on campus.

The reading/study skills component will develop basic and technical vocabulary and comprehension skills. Considerable time will be spent in helping students adopt an efficient and comprehensive study approach (e.g., SQ3R) along with skills in using the library, notetaking, underlining, preparing for tests, skimming, scanning, and flexibility in reading rate. Activities will be developed in conjunction with the math and composition classes to insure skill instruction. Audio and videotapes of introductory lecture in representative areas such as literature, art, humanities, psychology, history, and biology will be used to practice notetaking and long-term memory techniques.

English Language and Composition Skills: 11:00-12:00, M-F

An intensive study of the fundamentals of English grammar, punctuation, standards of usage, sentence patterns, paragraph development and essay writing. The classroom activity will include discussion of reading assignments in language structure and standards; exercises in grammar; and the writing of compositions. The Program Enrichment activity will include a



student publication which will provide an outlet for student writing. Proficiency tests (prepared with the cooperation of the Lindenwood English Department) will be given in grammar, standards of usage, and composition. Students whose work is sufficiently advanced, as indicated by the proficiency tests, will have the option of undertaking additional assignments in composition which will qualify them for the program college credit.

Prepared by Dan Rocchio, Dom Soda, and Howard Barnett upon the request of an ad hoc committee composed of Jim Hood, John Burd, Harriet Marsh, Marcy Soda, and Dan Rocchio.

*John Melrose*

FACULTY MEETING AGENDA

March 6, 1980, 12 noon

Room 202, Fine Arts Building

- ✓ I. Invocation - Dr. Johnson
- ✓ II. Minutes of February 7, 1980
- ✓ III. Report of Educational Policies Committee - Dr. Bornmann
- ✓ IV. Report of Faculty Council - Dr. L. Morros
- V. Report of Ad Hoc Curriculum Study Committee - Dr. Bornmann
- VI. Report of the President - President Johns
- VII. Candidates for degrees - Ms. Ebest
- VIII. Election of Nominations Committee
- IX. Business from the floor
- X. Announcements
- XI. Adjournment



Minutes  
Educational Policies Committee

February 26, 1980  
12:10 P.M.  
Young Hall, Room 317

Present: Balog, Bornmann, Crozier, Eckert, Eisendrath, Hood, Soda. Representing the Psychology Department, Jim Evans. Representing the Humanities Division, Jim Wilson.

The meeting was called to order by the Chairman, John Bornmann.

Old Business: The question of the new course in the Psychology Department, PSY 432, was removed from the table. Dr. Evans explained the rationale for the course and the reasons for dropping the field study requirement for all majors, and moved the adoption of the course. Motion passed.

New Business: A new course in Psychology was presented to the committee.

PSY 262-Death and Dying (3) An exploration of the physical, emotional, and social ramifications of the process of dying. Included are considerations of socially prescribed attitudes and rituals, existential crises, and case studies of the death experience. The students will review and discuss current psychological theories and research on dying, and will prepare a paper or project on a specific aspect of the topic. Evans

This course was approved by EPC.

Dr. Balog, for the Social Science Division, presented the attached list of courses which are proposed for the Evening College Teacher Certification Program. He noted that this program was presented with the stipulation that they would be open only to Evening College Education students. After much discussion, the courses were accepted by EPC.

For the Science Division, Dr. Bornmann presented the attached changes in titles for areas of study in Biology, and two new courses, BIO 304, Cell Biology, and BIO 340L, Cell Biology Laboratory, and BIO 342, Comparative Physiology. These courses were accepted by EPC.

Dr. Bornmann presented the plan from the Nursing Department to institute two courses, NUR 425, Health Care Delivery in Episodic Settings (3), and NUR 370, Nursing Research (3), in place of NUR 425, Health Care and Delivery in Episodic Settings (6). These courses were accepted by EPC.

Mr. Wilson presented a plan from the Humanities Division which would combine HUM 111 and HUM 112, into one one-term course, to be taught in modules by three faculty members, and offered in both the Spring and Fall Terms. It was moved that this question be tabled until the issue of the future of the Common Course is decided. Motion passed.

The next meeting will be March 13, at 12 noon.

Doris Crozier



## EVENING EDUCATION COURSE DESCRIPTIONS

In the Evening College Teacher Certification Program, the following courses would be substituted for the Strategies and Tactics sequence required in the Day program:

### EDU 102/PSY 102 - Human Development (3 hours)

(This course is already in the catalog; the Psychology Department has agreed to teach it in the Evening College.)

### EDU 318 - Educational Psychology (3 hours)

A study of learning theories and their application to classroom learning. Emphasis is also placed on knowledge of testing instruments, procedures and interpretation; techniques for evaluating student progress; and diagnosing and prescribing for individual needs. Prerequisite: EDU 102 - Human Development and consent of the instructor

### EDU 322 - Classroom Teaching and Management (3 hours)

Techniques and procedures applicable to effective teaching including: planning for instruction; practicing specific micro-teaching skills; techniques of classroom management and discipline. Some modules will be done in separate elementary and secondary sections. Prerequisite: EDU 102 - Human Development and consent of the instructor.

### EDU 322A - Practicum in Classroom Teaching (1 hour)

This practicum requires that the student spend at least 45 hours in an elementary or secondary school classroom. Students who have direct work experience in a school setting may have this requirement waived upon submitting the necessary documentation.

### EDU 351/551 - Screening, Diagnosing & Prescribing

This course focuses upon methods and materials utilized in screening and diagnosing learning problems in early childhood education. Methods and materials utilized for prescribing instruction will be utilized. Field experiences are a part of the course. Prerequisites: EDU 303/304 and EDU/SP/PSY 102.

### EDU 325/525 - Perceptual Motor Development

This course will be concerned with the complex relationship between sensory perception and the development of gross and fine motor skills. The student will examine and evaluate the research in this field; the methods and tools of assessment; materials and activities used to enhance and/or remediate the development of perceptual-motor skills. Prerequisites: EDU/SP/PSY 102

SPECIAL  
EDUCATION



TO: Division of Science and Mathematics and Educational Policies Committee

FROM: Biology Department

Re: Changes in titles for areas of study in Biology, Courses being dropped, Courses being proposed for approval, Changes in course descriptions

I. Change required areas of study in Biology

from:

Area I - Molecular and Cellular Biology  
Area II - Organismic Biology  
Area III - Developmental Biology  
Area IV - Environmental Biology

to:

Area I - Molecular and Cellular Biology  
Area II - Organismic Biology  
Area III - Comparative Biology  
Area IV - Environmental Biology

II. Drop BIO 320 and 320L - Metabolism and Metabolism Lab

\*III. Replace with BIO 304 - Cell Biology (3): Concepts of cellular and sub-cellular organization and function are examined, stressing the relationships between cell structure and the dynamics of the cell. Prerequisites: General Biology 101, 102, General Chemistry 151, 152 or permission of instructor.

\* Biology 304L: Cell Biology Laboratory (1) Lab Fee \$25 ??

\* IV. Add BIO 342 - Comparative Physiology (3): Adaptive physiological strategies of animals are compared. Diversity of approaches to O<sub>2</sub> transport, acquisition and utilization of food, ion and water balance, excretion of waste products, reproduction, and temperature regulation are examined. Prerequisite: BIO 101, 102, BIO 309, 310 (Vertebrate Anatomy and Physiology), CHM 151, 152, or permission of instructor.

V. Change description and prerequisites for BIO 321 - Advanced Physiology to: Physiological principals of normal body function are examined. Special emphasis on homeostatic mechanism operating at all levels, from chemical events to organ system function. Prerequisites: BIO 309, 310, CHM 151, 152 or permission of instructor.

\*-Action required

2/21/80

TO: Division of Science and Math

FROM: Nursing Department

Re: Changing credit hour distribution and creating a new course

Old course description:

NUR 425 HEALTH CARE DELIVERY IN EPISODIC SETTINGS (6)

The course relates the practice and theory of the nursing process to nursing and health care delivery in an acute care setting. Leadership theories and techniques are taught with application to various health care settings. Management skills including the planning, supervising and evaluating of care, plus the individuals responsible for administering the care are discussed. The utilization of research methods as they apply to the nursing process will also be presented.  
Prerequisite: NUR 300

New course description:

NUR 425 HEALTH CARE DELIVERY IN EPISODIC SETTINGS (3)

The course relates the practice and theory of the nursing process and health care delivery in an acute care setting. The systems frame of reference will be used to present organizational theory, management techniques, decision making processes and leadership skills with application to various health care settings. Group dynamics focusing on the use of group functions to accomplish planned changes will be investigated. Students will learn to problem solve using the group approach. The clinical focus is the integration of this information into developing leadership ability regardless of the level in which nursing is performed.  
Prerequisites: NUR 370, 400 and 50% on the NLN examinations for lower division nursing courses.

New course description:

NUR 370 NURSING RESEARCH (3)

The course is designed as an introduction to the research process with emphasis on its utilization in nursing practice. The student will be assisted to design and conduct research study of limited scope, analyze data meaningfully and present their findings to others. Ability to read, understand, and apply nursing research is sought. Prerequisites: MTH 106 and PSY 300. May be taken concurrently with PSY 300.



Candidates for degrees, January and Spring Term, 1980

BACHELOR OF ARTS

Date: 2 February, 1980

Marcy Macrae Adams  
Mara Beth Yust

BACHELOR OF SCIENCE

2 February, 1980

Eunice L. Coleman  
Michael Wayne Fallon  
Charlotte D. Gardner  
Kathleen J. Green  
Marilyn Anne Hetlage  
Suzanne Elizabeth Henckler  
Lawson C. Knote  
Laurie Ellen Krehbiel  
Valerie Denise McCoy  
Shirley Moses  
Janet Lynn Stowers  
Barbara Ellen Weaver

BACHELOR OF FINE ARTS

2 February, 1980

Margaret R. Urian

SPRING TERM

ASSOCIATE IN SCIENCE

May 20, 1980

Thomas Ralph Conry  
John Hall Matthews, Sr.

BACHELOR OF ARTS

Lavada Annette Blanton  
Jeanine Louise Butts  
Jeffie Lynne Feely  
John Warren Feely  
Karen Ann Fritz  
Laurie Melissa Gill  
Elizabeth M. Haley  
Anita Hayes  
Charles Luke Kay  
Mary Evelyn Martin  
Karen Ann McCarty  
Sallie Ann Mogerman  
Laura Lee Norman  
Martin Edward Reider  
Jeanne Louise Robinson

Nancy Cecilia Siemer  
Vimol Sinsakul  
Judith Kaye Stepien  
Nancy Grace Stockwell  
Greg J. Zink

BACHELOR OF SCIENCE DEGREES, Spring, 1980

Richard Aloysius Anthony  
Kenneth L. Baker  
Hal William Barnes II  
Victor R. Barr  
Vernon R. Bear  
Raymond Julius Bell, Jr.  
Delorase Faye Binkholder  
Thomas James Bodkin  
Bernice Fern Symonds Bond  
Theodore A. Bredlau  
Ellen Mary Burkemper  
Leanne Clara Bury  
Leslie Kaye Church  
Deborah Joan Chapman  
Iris Lenear Cockrell  
Kevin Collins  
Stephen M. Conrow  
Andria Merchant Crossman  
David Raymond Dauphin  
Larry Ray Davis  
Donald Lawrence Davis  
Larry Dale Desemone  
David Joseph Echele  
Jerry Oliver Eppard  
Velma L. Creech Filsinger  
Patrick William Flannigan  
Richard Allen Frese  
Iver Jean Gandy  
Randy Alan Gittelman  
Deborah Aline Graff  
Bobby Russell Greene  
Rena Gupta  
Robert Edward Hafer  
James David Hale  
John W. Hall, Jr.  
Susan Elizabeth Hanratty  
Margaret Emilee Hoffmann  
Debra Jo Hofmann  
Beverly Jane Hoover  
Louise M. Houle  
Janice Ceil Jacoby  
Jonet Arlene Jaggars  
Keith Antonio Jefferson  
Hershel I. Jenkins, Jr.  
Douglas Allan Jones

Daniel A. Kelch  
Mollie Sue Kinsler  
Kathleen Ann Harte Kirk  
Aneishia Anne Knapp  
Ronald E. Koehler  
Barbara Lynn Koenig  
Karen Lynn Kohlstedt  
John Leonard Loraine  
Patricia Ann McNamara  
Alyce Faye Eby Mabrey  
Ellen Douglass Mayes  
Robert Lee Merchant  
Alison Leigh Meyer  
Norma Louise Muench  
Barbara Jane Lemmons Myers  
Carolyn June Nystrom  
Judith Jeanette Ostendorf  
James Terrance Pickett  
Grace Carol Poertner  
Peggy I. Pohlman  
Artis Jean Campbell Porter  
Laura Jean Prather  
Janet Carol Prouhet  
Kathryn Jean Reschetz  
Marcelyn Janean Roberson  
Cheryl Denise Roberts  
Tommie Jean Roosmann  
Karen Haun Satterfield  
Susan Gerarda Scarfino  
Paula Lynne Schmidt  
Joseph Anthony Schultz  
Phyllis Lavon Davidson Sconce  
Patrick Michael Shanahan  
William Curtis Sharp  
Glenn Stephenson  
Marla D. Stewart  
Cynthia Marie Stolle  
Mary Kay Wapelhorst  
Rilla Mae Ward  
Jonathon Collier Wasson  
Perry Mark Whitehair  
Peggy W. Widowski  
John G. Wolf  
Kenneth Edward Woods



BACHELOR OF FINE ARTS

Date: May 20, 1980

Shanus Ann Runde  
Pamela Kay Shroeder  
Aletta E. Seehafer

BACHELOR OF MUSIC

Elizabeth Ann Spillman

BACHELOR OF MUSIC EDUCATION

Cynthia L. Westerfeld

MASTER OF BUSINESS ADMINISTRATION

Lloyd Hulen Adkins  
Beth A. Albertson  
Allen Martin Bacher  
Gary D. Barnes  
Thomas E. Betczynski  
Gary Allan Briggs  
Samuel Rodney Cooper  
Walter Lawrence Horn, Jr.  
John Eugene Ingerslew  
Jerry Arthur Laneman  
Stephen David Linehan  
James Michael McHugh  
Edward Robert Meyer  
Donald L. Rapier  
Kermit Marvin Starnes

MASTER OF SCIENCE IN EDUCATION

May 20, 1980

Phyllis Delaney Bigby  
Janice M. Warner

MASTER OF ARTS IN EDUCATION

Mary Christine Melby  
Bobby J. Duncan  
Susan Teitelbaum Relyea

MASTER OF FINE ARTS

Donna M. Spaulding  
Debra Lynne Wicks

Students who have completed work, but have not been approved:

Joan Carol Childress	December 20, 1979	Bachelor of Science
Connie Sue Cropper	December 20, 1979	Bachelor of Science
Terre Ann Dunscombe	December 20, 1979	Bachelor of Science in Nursing
Kathleen J. Green	December 20, 1979	Bachelor of Science
Cynthia Lee McCray	December 20, 1979	Bachelor of Science
Karen Rae Nesler	August 20, 1979	Bachelor of Science
Urban Gerard Sommer	December 20, 1979	Master of Business Administration
Rebecca Sue Waltrip	December 20, 1979	Bachelor of Music

BACHELOR OF SCIENCE

Martha Hoyt Dodge  
Robert F. Gessele  
Jane Haly  
Anna Lorayne Harris  
Elizabeth Maria Kohalmy  
Linda Redeffer  
Cynthia Denice Young

MASTER OF ARTS

Richard G. Blackman  
Donald J. Detzel  
Richard B. Dicker  
Anne Felts  
Diane Marie Fornaci  
Betsy VM Gibbs  
Shu Gong  
Margaret Ann Hoven  
Katherine Ayers Hovey  
Sedelle Katz  
April McCleary  
Elaine Freida Rayman  
Charles A. Reuter  
Janet Griffith Love Seward  
Joyce Stack  
Ronald C. Winters

MASTER OF FINE ARTS

Yvonne J. Ghareeb



LINDENWOOD 4 DEGREE CANDIDATES - May 24, 1980

BACHELOR OF SCIENCE DEGREES

Etheal Y. Hendricks  
Dyer A. Henke  
Willis A. Lee  
Isabelle P. O'Connor  
Patricia Dunn Palladino  
Judith Allen Retsema  
Deborah M. Rogers  
Kate McDonald Sabadell  
Charles Schneider  
Jean Stewart  
Shannon Mason Thomas  
Patricia Ann Thompson  
Ella Adams Westbrook  
Irene Whittaker

BACHELOR OF ARTS DEGREES

Rosanne Fae Goad  
Lillian Klempfner

MASTER OF SCIENCE

Francis T. Arrey  
Janice Franklin  
Daved L. Frerker  
Franklin Friday  
Juanita Louise Gotiear-Guyann  
Ronald E. Huber  
Sheila Lenkman  
Bobby G. Steward  
Bettye Battle Turner  
Wesley Wilbur  
Aileen Wynne

MASTER OF FINE ARTS

Jim Albert Hobbs  
Daniel U. Krehbiel

MASTER OF ARTS

Jan Elizabeth Reimers Adkins  
Anastacia Aldridge  
Richard L. Balicki  
Katherine M. Beyer  
Lorraine H. Briggs  
Thomas Bennett Burkemper  
Kathleen Monahan Chaney  
Jody Chassin  
Phyllis Childers  
Emily Ann Day  
William L. Diggs  
Loretta E. Dubin  
Eric I. Field  
Jane Fletcher  
Mary Arlene Gismegian  
Ellen Jean Hendricks  
Daniel Harold Henroid  
Penelope Jean Herdfelder  
Deborah A. Jones  
Joan Rosen Katz  
Kathleen King  
Sandy Kump  
Maurice LeCroy

Nicki R. J. McClusky  
Judy Maschan  
John H. O'Connor II  
Phillip Danian Pradier  
Sheila F. Radman  
Laura Reine  
Virginia S. Rohrbaugh  
Judith Ann Rose  
Sharon K. Sanchez  
Richard Schonhoff  
Kim Glaser Selbert  
Dave Shaw  
Darrell Charles Shoults  
Bettie Jean Simon  
Nance Helene Slattery  
Miriam Stovall  
Terri L. Sweig  
Jane Vickrey  
Vivian A. Ware  
Evelyn Waterman  
Miriam Elizabeth King-Watts  
Magnolia Wilkinson  
Maxine French Woods

The Lindenwood Colleges  
St. Charles, Missouri

Minutes

Meeting of the Faculty of The Lindenwood Colleges  
February 7, 1980

The regular meeting of the Faculty of The Lindenwood Colleges was held Thursday, February 7, 1980, at 12 noon, in the Fine Arts Building. President Robert Johns presided. Dr. James F. Hood gave the invocation.

Jeffie Feely and Karen Gayer attended the meeting as student representatives.

A motion was made, seconded, and passed that the minutes of the January 10 meeting be approved as distributed.

Dr. John A. Bornmann, Chairman of the Educational Policies Committee, reported that EPC approved the proposal for the Lindenwood Summer Developmental Program, and PE 253 - Outdoor Recreation Workshop. Descriptions are included in the January 29 Educational Policies Committee minutes attached to the February 7 agenda. No faculty action is required.

Dr. Lucy Morros, Chairman of Faculty Council, reported the following:

January 10, 1980 meeting

1. The Faculty Council concurred that Lucy Morros talk with President Johns about (1) the need to be informed of upcoming decisions that will affect faculty personnel so that efforts are focused on coordinating and carrying out both the interests of the faculty and administration; (2) those items that Faculty Council is presently working on so that he has a sense of what the Council is doing, specifically concerning the review of full-time faculty members for promotion.
2. Faculty Council gave final recommendation that Carol Craig, Jeanne Donovan, Kathy McCall, Bill Link, Su Relyea, Dan Rocchio, and Arlene Sueoka be retained as faculty members for the 1980-81 academic year.
3. It was decided that the ad hoc committee on promotions would draft two different letters to be sent out immediately regarding review for promotion for the 1980-81 academic year. The first letter to those members of the faculty who have served ten years or more without promotion will (1) request whether they would like to be considered for review; (2) outline the procedures for promotion as written in the Lindenwood Bylaws; (3) state that all materials for review must be in the office of the Provost by March 15, 1980; (4) request that they check to see that the information in their files is up-to-date; and (5) state that a



copy of the letter is being sent to each faculty member's department or division chairperson. The second letter in the form of an informational memorandum regarding review for promotion to be sent to all other full-time faculty members will (1) inform them that all materials for review must be in the office of the Provost by March 15, 1980; (2) outline the procedures for promotion as written in the Lindenwood Bylaws; and (3) request that they check to see that the information in their files is up-to-date.

January 28, 1980 meeting

1. In considering the faculty position in dance which will be vacated by Grazina Amonas, who will retire in June 1980, the Faculty Council concurred that dance as a creative/performing art is an important part of a liberal arts education as this has been understood at Lindenwood and, therefore, Lucy Morros will draft a letter to President Johns requesting that the dance position be refilled for the 1980-81 academic year.
2. The ad hoc committee on promotions reported that letters have been sent to those full-time faculty members who have served ten years or more without promotion, asking whether they would like to be reviewed for promotion. The committee also reported that a second letter in the form of an informational memorandum regarding review for promotion has been sent to all other full-time faculty members.
3. Lucy Morros reported that she had met with President Johns and had discussed (1) Faculty Council's need to be informed of upcoming decisions that affect faculty personnel issues and (2) those items which the Faculty Council is presently working on, specifically faculty review for promotion. In relation to the first matter he said that the Chairman of Faculty Council should check in regularly with him; this would help keep communication open. He did not, however, communicate any impending decisions that affect Faculty Council's work. In relation to Faculty Council's work on promotions, he said he would consider our recommendations for promotion and that if promotions are made, contracts can be adjusted to reflect promotions. He also indicated that he felt that promotions in rank should be accompanied by an increase in salary.
4. Lucy Morros reported that John McClusky will be leaving his position as Faculty Administrator to become the Executive Director of The Coro Foundation in St. Louis and that his position will need to be filled as soon as possible. Faculty Council is ready to review candidates for that position.
5. Dr. James F. Hood reported that he will begin his work on embedding the proposed bylaw changes of May 1978 into the text of the original bylaws provisionally accepted by the Board.

6. Faculty Council is ready to review requests sent to Dr. Hood for sabbatical leaves. Dr. Hood stated that both full-time non-tenure track and tenure track faculty are eligible for sabbatical leaves.

President Johns announced that all accounts payable are current and no bills are outstanding. He also said that he hopes to have faculty letters of appointment out soon after February 15. The preliminary budget has been completed and if we reach the projected enrollment, we will end the year in the black. He also announced that enrollment for the Spring Term is up.

Dr. Bornmann said that the ad hoc curriculum study committee has had interesting and exciting meetings. In connection with this committee Dr. Howard Barnett announced that faculty forums will be held Wednesday, February 13, and Wednesday, February 20, at 5:30, in the Amber Room. Two papers will be presented at each meeting, and it is hoped that many members of the faculty and student body will attend these forums.

Ms. Joy Ebest asked members of the faculty to give her by 5:00 P.M., Monday, February 11, names of students who are on class lists but not attending class. Up-dated class lists will be sent later.

Mr. Robert King announced that on Wednesday, February 13, at 6:00, in Young Lounge, the Business Club will sponsor a forum on "Changing Environment and Economic Conditions." Members of the faculty are invited to attend.

Dr. Wesley Van Tassel announced that theatre directors in the St. Louis area will meet at Lindenwood Saturday, February 9. He also announced that "Vainities" will open February 15.

President Johns thanked members of the faculty for their cooperation and kindness during the six months he has been at Lindenwood.

There being no further business the meeting was adjourned at 12:40.

Mary Yonker  
Acting Secretary

Approved:

Penelope Biggs  
Secretary of the Faculty



*John Nichols*

FACULTY MEETING AGENDA

May 1, 1980, 12 noon

Room 202, Fine Arts Building

- I. Invocation - Dr. Johnson
- II. Minutes of April 3 meeting
- III. Report of Educational Policies Committee - Dr. Bornmann
- IV. Report of Faculty Council - Dr. L. Morros
- V. Report of the President - President Johns
- VI. Business from the floor
- VII. Announcements
- VIII. Adjournment

MINUTES  
EDUCATIONAL POLICIES COMMITTEE

Room 317, Young Hall  
April 22, 1980  
12 noon

Present: Balog, Bornmann, Crozier, Eckert, Eisendrath, Hood, Soda, Wilson.  
Guests: Rickert, Horwitz

The meeting was called to order by the Chairman, Dr. Bornmann.

Dr. Balog moved the adoption of the five Valuation Sciences courses, the description of which is attached. Motion seconded.

Dr. Rickert explained how the undergraduate courses could be fitted into a Business program and to other programs, so that students could take these courses in addition to their major. He gave the details of the proposed internship program.

Ms. Horwitz has agreed to act as academic advisor for students interested in these courses. She showed how this could be accomplished.

After discussion, the motion was passed.

Dr. Balog moved that Marguerite Bruere be allowed to graduate from Lindenwood with a B.S. in Biology, contingent upon successful completion of specifically approved Biology courses, credit for which to be transferred to Lindenwood. Motion seconded.

Dr. Balog explained that Ms. Bruere had been enrolled in the now defunct Bachelor of Medicine program, had continued in Lindenwood this term, and now wished to enroll in a Physicians Aid program. The undergraduate degree is important for her success.

Motion passed.

Meeting adjourned at 12:30 P.M.

Respectfully submitted,

Doris Crozier, Secretary



## VALUATION SCIENCES COURSES

### INTERDISCIPLINARY VALUE THEORY Valuation Sciences 301 (3 s.h.)

Introduction to concepts of value in appraisals, economic theories of value (property, labor, utility, exchange, etc.), social issues relating to appraisal (rights and responsibilities, economic justice, public policy, environmental crises, land use, etc.), interdisciplinary theory of valuation. Prerequisite: Junior standing.

### APPRAISAL SEMINAR Valuation Sciences 311 (3 s.h.)

Introduction to the appraisal process: Appraised values, economic trends, neighborhood and site analysis, highest and best use, condition and depreciation, cost, market, and income approaches, capitalization and mortgage equity rates, reconciliation of value approaches, appraisal reports, valuation in real estate, business, fine arts, personal property. Prerequisite: VS 301; BA 204; ECON 101, 102; BA 307.

### APPRAISAL INTERNSHIP Valuation Sciences 401 (6 to 12 s.h.)

Preliminary field experience (2 to 5 days with working appraiser), followed by in-depth lectures on appraisal components (e.g., highest and best use, neighborhood analysis, provenance, etc.), then work on data-gathering, verification, etc., and application of appraisal concepts to case studies under supervision of assigned appraiser. Components completed in units. Prerequisite: VS 311

### M.A. in Valuation Sciences

Graduates of Lindenwood Colleges who hold the B.S. in Business Administration degree and have completed the Valuation Sciences track, including internship components can be admitted to Lindenwood 4 to complete an M.A. in three trimesters. The M.A. program will be the same as printed in the Valuation Sciences brochure, minus the first trimester (Interdisciplinary Value Theory and Social Issues). The final trimester will then include the Culminating Project, part of which will likely be the completion of a full appraisal document under the supervision of an appraiser.

The Lindenwood Colleges  
St. Charles, Missouri

Minutes  
Meeting of the Faculty of The Lindenwood Colleges  
April 3, 1980

The regular meeting of the Faculty of The Lindenwood Colleges was held Thursday, April 3, 1980, at 12 noon, in the Fine Arts Building. President Robert Johns presided. Dr. Esther L. Johnson gave the invocation.

Karen Gayer attended the meeting as a student representative.

A motion was made, seconded and passed that the minutes of the February 7 meeting be approved as distributed.

Mr. John Nichols, of the Nominations Committee, distributed ballots for elections to committees.

Educational Policies Committee (one to be elected)

Nominations from the Nominations Committee:

C. Edward Balog  
Jeanne Donovan  
Kathleen McCall  
Cecilia Staudt

Nominations from the floor:

James Evans

There being no further nominations, nominations were closed.

Elected:

C. Edward Balog

Academic Resources Committee (three to be elected)

Nominations from the Nominations Committee:

Penelope Biggs  
Solon Chervitz  
Craig Eisendrath  
Jean Fields  
Kenneth Greenlaw  
Richard Rickert  
James Wilson

There being no further nominations, nominations were closed.



Elected:

Penelope Biggs  
Jean Fields  
James Wilson

Admissions and Financial Aid Committee (two to be elected)

Nominations from the Nominations Committee:

Daryl Anderson  
Groff Bittner  
Fern Bittner  
Vincent Brescia  
William Link  
Lucy Morros  
Su Relyea  
Moheb Seif El-Nasr

There being no further nominations, nominations were closed.

Elected:

Daryl Anderson  
William Link

Lindenwood I Curriculum Committee (two to be elected)

Nominations from the Nominations Committee:

Howard Barnett  
James Evans  
Esther L. Johnson  
Lucy Morros

There being no further nominations, nominations were closed.

Elected:

Howard Barnett  
Lucy Morros

Lindenwood II Curriculum Committee (two to be elected)

Nominations from the Nominations Committee:

John N. Bartholomew  
Andrew Chirchirillo  
Arlene Sueoka  
DeLores Williams

There being no further nominations, nominations were closed.

Elected:

John N. Bartholomew  
Andrew Chirchirillo

Concerts and Lectures Committee (two to be elected)

Nominations from the Nominations Committee:

Charlotte Hanselman  
Arthur Kanak  
Allegra Swingen  
Wesley Van Tassel

There being no further nominations, nominations were closed.

Elected:

Charlotte Hanselman  
Arthur Kanak

Special Terms Committee (two to be elected)

Nominations from the Nominations Committee:

Anne Perry  
Tony Perrone  
Richard Wier

There being no further nominations, nominations were closed.

Elected:

Anne Perry  
Tony Perrone

Dr. John A. Bornmann, Chairman of the Educational Policies Committee, called attention to the March 13 EPC minutes attached to the agenda and the April 1 minutes distributed at the Faculty meeting.

On behalf of the Educational Policies Committee Dr. Bornmann moved that the Common be dropped and replaced by a World History requirement, the change to become effective in the 1980-81 academic year. The motion was seconded. After discussion Dr. Bornmann moved that the motion be amended by deleting "and replaced by a World History requirement." The amendment was seconded and passed. The motion as amended passed.

Dr. Bornmann said that there was a consensus among EPC members to convene a workshop in the week after Commencement, with a plenary meeting during which inter-divisional committees would be created. These committees would meet during the week, and then there would be a general meeting to bring everyone together to make decisions.



A motion was made and seconded to replace HUM 111-112 with HUM 110, Introduction to the Humanities. The course description for HUM 110, Introduction to the Humanities (3 hours) is:

An interdisciplinary study of our Western heritage in art, literature, and music encompassing the creative production of Greek, Roman, Medieval European, Renaissance European, and modern European/American cultures. Selections of art, literature and music will be grouped according to major styles: classical, neo-classical, romantic, impressionistic, realistic. Where multiple-sections are necessitated, the course will be team-taught. Four-week modules in each of the three art-forms will be offered with intermittent plenary meetings for presentations designed to discuss the interrelationship of the subject areas. Required of all students as one of the Humanities Division courses in the degree program. Staff.

Mr. James Feely moved that the course description be amended to read:

An interdisciplinary study of world art, literature and music grouped according to major styles: classical, neo-classical, romantic, impressionistic, realistic. Where multiple-sections are necessitated, the course will be team-taught. Four-week modules in each of the three art-forms will be offered with intermittent plenary meetings for presentations designed to discuss the interrelationship of the subject areas. Required of all students as one of the Humanities Division courses in the degree programs. Staff.

The amendment was seconded and passed.

The motion as amended passed.

Dr. Bornmann called attention to the following new courses which have been approved by EPC. Course descriptions are given in the April 1 EPC minutes.

FL 151 - French for Businessmen  
MTH 370 - Computer Programming Workshop  
MTH 206 - Intermediate Statistics  
MTH 256 - Introduction to Number Theory  
SCI 205 - Theories of the Universe

Dr. Bornmann also reported that EPC passed a motion that the Humanities Division propose a course in Oral Communication, suitable for an all-college requirement, subject to fulfillment by a proficiency test.

President Johns reported on the financial condition of the college. In regard to contracts which have been issued it is possible that salaries may be increased in the fall depending on increased enrollment and development of gifts and grants. The Title III grant has been approved by the Federal Government, a portion of which will be available for faculty development. An office is being opened at Lake St. Louis for several courses for Lindenwood III and IV, Continuing Education, and Leisure Learning.

President Johns left the meeting to attend another meeting, and Dr. James F. Hood presided during the balance of the meeting.

There was no report from Faculty Council.

Dean Harriet Marsh announced that there will be a leadership workshop for students April 19, a Career Day April 17, and job descriptions have been written for head residents.

It was suggested that Terrie Rollings and Lois Boschert be asked to come to faculty meetings and to make reports from time to time on aspects of their work.

Dr. Hood said that he thought no year of the Common has been a failure and that it is important that we continue to support the Common and the Colloquium during the remainder of the term.

Mr. Robert W. King reminded members of the faculty of the Business Conference Friday, April 25. Dr. Earl Butts and Dr. Arthur Laffer will participate in the conference.

Mr. James Wilson announced that Communications Career Day will be Saturday, April 5. On April 21 KCLC-AM will return to the air - 660 on the dial.

Miss Allegra Swingen announced that Mr. Groff Bittner will give a piano recital on April 13, at 3:00 P.M. Libby Spillman's senior recital will be on April 13, at 8:00 P.M.

Dr. Dominic Soda announced that Philip Lucido, a Lindenwood student, has received honorable mention on the Putnam examination. A motion was made, seconded and passed that the Secretary of the Faculty send Mr. Lucido a letter of congratulations.

Ms. Cecilia Staudt reminded members of the faculty to send in book orders.

Mr. John Wehmer announced that the opening of the Art Faculty Exhibit will be April 20 at 1:00. The dance students will present a program at 2:00.

There being no further business the meeting was adjourned at 1:25.

Mary Yonker  
Acting Secretary

Approved:

Penelope Biggs  
Secretary of the Faculty