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Lindenwood College Faculty Meeting Minutes, 1983-1984

Lindenwood College

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John Nichols

FACULTY MEETING AGENDA

September 1, 1983

Fine Arts Building, Room 202

1. Report of the **P**resident - Dr. Spainhower
2. Minutes of May **5** and May **10**, 1983
3. Report of **E**ducational Policies Committee - Prof. Balog
4. Report of Faculty Council - Professor King
5. Report of the **D**ean of Faculty - Dr. Miller
6. Business from the **F**loor
7. **A**nnouncements
8. **A**djourment

The Lindenwood Colleges
St. Charles, MO 63301

Minutes
Meeting of the Faculty of The Lindenwood Colleges

May 5, 1983

The regular meeting of the Faculty of The Lindenwood Colleges was held Thursday, May 5, 1983, at 12:00 noon, in the Fine Arts Building, Room 202.

Motion was made, seconded and passed to adopt the minutes of the the April 7 and April 11, 1983 faculty meetings.

At this time, a representative from the Educational Employees Credit Union gave a presentation on behalf of EECU and made available to the faculty a booklet explaining further the services that EECU provides.

Report of the President

President Spainhower reported to the faculty that the average ACT score for freshman students who have applied for admission to Lindenwood is 19 compared to an average score of 11-14 last year at this time. The average ACT score for those students accepted to date is 21.

The goal established for resident students for Fall 1983 is 225. This figure compares with 165 resident students in the Fall 1982 semester and 142 residents in the Spring 1983 semester.

Dr. Spainhower announced that Dr. Allen Schwab has accepted the position of Dean of College Life and Associate Professor of English, effective July 1, 1983.

Faculty contracts will be issued after the May 24 Board meeting when the budget is finalized and approved. The new contracts will carry a 27 hour teaching load with the option that part of those 27 hours may be taught during the summer with the consent of the Provost.

The final report from the President's Long-Range Planning Committee was submitted to the Board this week. The Board of Directors is expected to act on this at the May 24 meeting. Copies of this report will be available in the Library, the Provost's Office, and the President's Office for faculty review after May 24.

Dr. Spainhower announced that a bequest of \$61,000 has been made to Lindenwood from the estate of Louise H. Walker who attended Lindenwood in 1934.

Lindenwood also has received a \$30,000 grant from the First Presbyterian Church. This money is to be used over a 2 year period. \$10,000 each year will be granted to students pursuing religious studies and/or religious internships. The remaining \$10,000 is to be used to sponsor students to religious conferences and workshops over the two year period.

To date, Lindenwood has received \$100,000 in pledges and gifts toward the \$700,000 goal.

President Spainhower spoke to the faculty concerning faculty/administration relations. He assured the faculty of his concern for their levels of professional development, fringe benefits, salaries, and interests. He will appoint a select committee, in the near future, to secure institutional funds to help in professional development. He stressed that faculty and administration are not adversaries, but partners to reach a common goal.

In answer to a question of whether or not the Fall Class Schedule will be revised to accommodate the new 27 hour teaching load, Dr. Miller responded that due to the recent changes, the Fall Schedule is being revised, but that faculty will have other options available to them to accommodate their 27 hours: summer session teaching, off-campus teaching, administrative responsibilities, release and reassigned time (i.e., preceptorships, special projects.)

Other concerns voiced by faculty members included:

1. Is there consideration given for the mileage costs and time involved when faculty teach in off-campus sites?
2. Why is there so much emphasis on off-campus programs?
3. Isn't it time to look at how stressed and fatigued this faculty is?
4. Will the 27-hour load mean more courses with fewer students? What if a course doesn't make?

Figures were requested from the administration showing Lindenwood's financial situation that would warrant a 27 hour teaching load. Dr. Miller explained that in an effort to save full-time faculty positions from budgetary cuts, the adjunct faculty salary budget was reduced, necessitating full-time faculty to fill in for instructor vacancies. Thus, the increased teaching load.

Requests were also made for the administration to conduct quarterly budget reviews with Faculty Council and also to budget for faculty salary increases each year.

In response to an inquiry about the resignation of the Alumni Affairs Director, Dr. Spainhower responded that a replacement for that position has not yet been determined, and that he will be spending a great deal of time with alumni groups in the future. Esther Fenning will continue in her position.

Discussion was held concerning recruitment activities of the Admissions Office in seeking more resident students.

Dr. Miller reported that the \$100 discount offered to students to encourage pre-registration was successful in increasing the number of students who pre-registered for the Fall 1983 Term.

Report of EPC

Prof. Balog, Chairman of the Educational Policies Committee, informed the faculty that two new courses in Performing Arts, PA 417 and PA 418 (as described in the April 26 EPC minutes) will be administered and taught by both Performing Arts and Business Administration faculty.

On behalf of EPC, Prof. Balog moved to discontinue the P.E. requirement until such time as a full-time faculty member can be replaced in that department; at that time the question of the graduation requirement shall be reconsidered. Motion was seconded. Dr. Miller added that in the case of P.E. requirements needed for education majors, several courses will need to be offered using adjunct instructors.

In response to a request to explain the reason for elimination of the Physical Education position, Dr. Miller said that in February of this year he was informed that \$100,000 was to be reduced from the operational budget. Shortly thereafter the figure was raised to \$150,000 with the majority of reductions to be made in faculty salaries. This was accomplished mostly by eliminating many part-time positions. The budget committee, consisting of Ed Watkins, Larry Elam, President Spainhower, and Aaron Miller, received a final figure of \$750,000 to be cut from the budget. On the morning of the April 14 college-wide meeting a total of \$702,000 had been cut. The remaining \$48,000 needed to be cut before the noon meeting. The decision was made at that time to eliminate P.E. It was felt that cutting the P.E. program would least affect the colleges' mission as a whole and the colleges' academic integrity.

Concern was raised at the justification of retaining and building an inter-collegiate athletic program at the expense of the Physical Education academic program.

A suggestion was made to keep the program on record and not drop the P.E. requirement, but rather to waive the requirement until such time the department is reestablished.

At this time, the question was called on the motion to discontinue the P.E. requirement. Motion carried: 21 for, 9 against.

Report of Faculty Council

Prof. King, Chairman of the Faculty Council, read a summary of the letter submitted by the Council to President James Spainhower, Provost Aaron Miller, and Vice President Larry Elam over what they perceived to be the failure of the administration to follow due process with regard to the decisions announced at the April 14 college-wide meeting (letter attached).

John Bornmann moved that the faculty instruct and authorize the Faculty Council and the Educational Policies Committee to proceed jointly to develop a contingency plan for the reduction of the academic budget by \$100,000 with increments of \$20,000. The contingency plan is to be developed in a logical, rational, sensible and sensitive fashion. Priorities are to be established for each of the \$20,000 increments. A report is to be presented to the faculty at its regularly scheduled meeting in December, 1983.

The purpose of this motion, Prof. Bornmann explained, is to anticipate cuts by developing a contingency plan according to priorities if the need should arise.

A suggestion was made to amend the motion to include the statement: "This should be done in a manner consistent with provisions established in the faculty By-laws and Constitution."

Motion carried unanimously as amended.

Report of Dean of Faculty

Dr. Miller announced that those faculty who have not yet made arrangements for the new Insurance must do so by May 15, whether or not they plan to take it.

Contracts will be issued after the May 24 meeting of the Board of Directors. Dr. Miller asked those faculty who have tuition credit for dependents to notify Jane Pace so the terms of the tuition credit can be placed on the contracts.

Book orders for the Fall 1983 Semester need to be submitted to the bookstore no later than May 31.

Application packets for Fulbright grants are now in the Dean of Faculty's office for those faculty interested in pursuing a grant.

Report of AAUP Executive Committee

Prof. Nichols, on behalf of the AAUP Executive Committee, reported to the faculty that the following items were discussed with President Spainhower, Aaron Miller and Larry Elam:

1. a plan to budget faculty salary increases into the next academic year's budget;
2. the administration consider a mid-year correction in the current salary freeze;
3. the new Life/Health Insurance Plan be separated to offer the option of taking only one or the other; also, increase the amount of life insurance;
4. the college look into increasing its contribution to the retirement plan; also, look into General American's retirement benefits and if a discrepancy exists between General American and TIAA-CREF, the college take steps to correct the difference;
5. the teaching load be reduced back to 24 hours per academic year;
6. the AAUP feels the administration was in violation of the provisions of the By-Laws in the non-reappointment of 2 faculty members.

On behalf of the AAUP Executive Committee, John Nichols moved that faculty voice an official opposition to the inclusion of the 27 hour teaching load as a contractual obligation. Motion was seconded.

Prof. Nichols explained that the purpose of this motion was to get the faculty opposition on record. When this motion was developed at AAUP, it was with the understanding that the 27 hour teaching load was a negotiable item. Motion carried.

John Nichols announced that the next AAUP meeting will be Tuesday, May 10, 12:00 noon, in the Red Room of the Cafeteria. The agenda will include election of officers.

Business from the Floor

The Nominations Committee distributed ballots for election of faculty to faculty committees for academic year 1983-84.

Athletic Committee - one member elected to replace Donna Scheeter.

Nominations from the Nominations Committee:

David Van Mierlo
John Ruyter
Solon Chervitz

Nominations from the floor:

Jan Czapla
Arlene Taich

Elected:

David Van Mierlo

Nominations Committee - one member elected to replace Donna Scheeter.

Nominations from the Nominations Committee:

Patti Kupferer
Patrick Land

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

Elected:

Patti Kupferer

Educational Policies Committee - one member to replace Daryl Anderson who has moved into the Natural Science Division Chair position.

Nominations from the Nominations Committee:

Bill Tietjen
Jeanne Huesemann

Nominations from the floor:

John Nichols

Elected:

John Nichols

The sixth draft of the mission statement was presented for faculty approval. Issue was raised that there were too few faculty present to constitute a quorum. Motion was made, seconded and passed to consider the group as a quorum since there were sufficient members present when the meeting began at noon.

Motion was made and seconded to approve the mission statement as presented.

Recommendations were made for the following changes:

paragraph 5: substitute the word "among" for "between" in the first line.

paragraph 1: eliminate the statement "... and affirms its commitment to the values inherent in the Judaeo-Christian tradition."

After discussion of this suggestion, the recommendation was withdrawn.

Motion was made and seconded to eliminate the words "Judaeo-Christian" from the first paragraph. Motion did not carry: 7 for, 20 against.

Motion was made, seconded and passed to adopt the mission statement as amended.

Announcements

Ed Balog announced that the Educational Policies Committee will meet Monday, May 9, 11:30 a.m. in 306 Young to discuss non-credit courses relative to Financial Aid Agencies.

Dr. Miller announced that there will be a full faculty meeting Tuesday, May 10, 11:00 a.m. in the Fine Arts Building, Room 202 to take action on EPC's recommendation on the non-credit course in Math.

Meeting adjourned at 3:02 p.m.

Approved:

Jeanne Donovan
Faculty Secretary

Submitted:

Pam Saloun

May 2, 1983

TO: President James Spainhower
Provost Aaron Miller
Vice President Larry Elam

The Lindenwood Faculty Council expresses appreciation to the administration for publicly sharing the outline of a remedial program for strengthening the institution's financial situation at the All College Convocation, Thursday, April 14th. The Faculty Council further expresses its appreciation to Provost Miller for his willingness to explain many of the decisions subsequent to their public announcement.

Faculty Council clearly recognizes the current need for responsible financial decisions and particularly for financial planning and review. Indeed, the Lindenwood faculty has participated in stop gap programs of supposed financial reorganization over the past decade by accepting salary freezes, nominal pay increases, and other salary adjustments that have failed to keep pace with the rate of inflation. In addition, faculty has paid for this lack of administrative financial responsibility by sacrificing support ordinarily afforded in terms of library resources, attendance at professional meetings, or released time for research. Consequently, the outlays and burden of remaining current and experiencing growth in our disciplines has been borne primarily by faculty during a decade in which this institution has observed three previous administrations acting unilaterally at the collective expense of the faculty.

It is perceived by the Faculty Council that more of the resources of this institution have been utilized in paying for past administrative errors than have been allotted to the pursuit of Lindenwood's primary task. In large part, this profligate accumulation of administrative mistakes has been implemented within the vacuous sanctity of management prerogative and in total disregard of either the spirit or the letter of shared governance. When it appears, therefore, that this procedure continues negatively affecting working conditions and effectively reducing salaries, Faculty Council can only respond with dismay and pessimistic deja vu.

Of course, we understand and support the necessity of a well thought out and properly implemented plan to insure the future of this institution to which so many of us have devoted a significant portion of our lives. Indeed, in spite of the announcement that all salaries would be frozen for the next academic year, nearly ninety percent of the faculty have pledged financial gifts.

The Faculty Council takes strong exception to the manner in which the decisions announced on April 14th completely abrogated the spirit and the letter of the Lindenwood Faculty Constitution and By-Laws. These documents state very clearly, and we believed that this administration supported without reservation, the concept of faculty governance. We quote from the constitution,

The President and Dean have administrative authority over the Colleges, such authority sustained and qualified by collegial support as represented in the faculty's position of shared responsibility. This responsibility is represented in the Faculty Council.

Further, the constitution states that:

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

Faculty Council responsibilities include:

To consult with the Dean, as administrative representative, in the establishment of priorities concerning faculty appointments.

To consult with the Dean, as administrative representative concerning all faculty appointments, reappointments, and non-renewals of contract, promotions, and policies of salary and fringe benefits.

To review and recommend criteria concerning appointments, reappointments, non-renewals of contract, promotion in rank, salary, fringe benefits, tenure, and replacement of full and part-time faculty on leave or sabbatical.

To review and consult with the President and/or senior financial officer concerning the annual budget of the college.

Clearly, from our viewpoint, there was absolutely no consultation. This failure to follow agreed upon procedure has resulted in predictable and unnecessary faculty distrust of the administration's regard for due process and the spirit of shared governance.

Collegiality is an important component of the capital of this institution. We urge that this asset not be further squandered, so that this institution may resume its appropriate role.

Specifically we would urge (1) that the proposed 27 hour teaching load be reconsidered based on consultation with Department Chairs;
(2) We believe that a quarterly budget review and consultation should be

held with faculty council, and (3) that faculty salary increases should be budgeted for in future years, much as we plan for the retirement of existing debt.

For Faculty Council:

Robert W. King

Robert W. King
Chair

RWK:m1

4 May 1983

MEMORANDUM

To: The Faculty Council

From: Aaron Miller, Dean of Faculty *AM*

Dr. Spainhower, Mr. Elam, and I appreciated the opportunity to meet with you to discuss your concerns, and ours, about the recent course of events at the College. That meeting may not have satisfied the interests of either the Faculty Council or the Administration, but it was, I believe, useful for all parties to make known their concerns, and this process should bode well for the future.

I wish to reiterate my own position regarding the issues raised by the Council:

1. I have no argument with the terms of the Faculty Constitution cited in your memorandum. I believe in the principles and practice of shared governance and consultation, recognizing that all parties involved must understand and respect the operational responsibilities of each of those parties, and I believe I have demonstrated that commitment in the past.
2. I will continue to consult with the Faculty Council and other faculty committees about matters of mutual concern. I am well aware that the Faculty Council feels that I abrogated the terms of the Faculty Constitution during the recent period of judgment concerning reduction of full-and-part-time faculty. I believe that the extraordinary circumstances that prevailed during that period - to include timing, the amounts of the budget cuts to be made, and the programmatic considerations involved - justified the consultative procedures I followed. I also believe that my other concerns - to include confidentiality and the prospect of involving the faculty in a dogfight of potentially major proportion - also justified my actions. I do not expect you to agree with me in this matter, for your procedural concerns are well-documented and well-taken. I do expect you to try to understand that we were operating in extraordinary circumstances. It is my hope that, in future, we will be able to conduct our affairs under less extreme circumstances and that we will be able to follow the established procedures. I do not believe that there is any evidence to suggest that I have not respected those procedures in the past.
3. I believe the President and the Vice President for Business Affairs also have demonstrated, to the best of their abilities, an openness to consultation and a commitment to the principle of shared governance.

Faculty Council

page 2

4 May 1983

Moreover, they and I are willing to work with the Faculty Council and other faculty organizations in the areas of budgeting, policy-making, and the establishment of academic priorities. All three of us are aware that the Faculty has been severely imposed upon in the past and we are deeply regretful that further impositions have been forthcoming. We also know, however, as the principal administrative officers of the College, just how dire are our institutional circumstances, and we must act accordingly if the College is to survive. You may well have heard this message before, but I do not think you have ever heard it quite so clearly or stridently. We hope you will bear with us and work with us. We will try to work with you at your level of expectation.

cc: Dr. Spainhower
Mr. Elam

Educational Policies Committee Minutes

Monday, May 9, 1983

Members Present: Ed Balog, Aaron Miller, John Nichols, Vicki Frowine,
Ann Canale, Daryl Anderson, Arlene Taich, Dominic Soda

Discussion was held concerning the new non-credit remedial course (MTH 090) as it relates to Financial Aid and Veteran's Administration Agencies.

Motion was made, seconded and passed to assign 3 hours of non-degree credit on a pass/fail basis to MTH 090.

This is considered a general policy for all remedial courses.

This would enable probationary and other students to meet the minimum requirement of 12 hours per semester for Financial Aid and Veteran's Administration purposes while at the same time taking a limited course load.

On the request of Dr. Alan Schwab, Dr. Miller asked the EPC if they had any objections to allowing Dr. Schwab, as Dean of College Life, to become as ex officio member of the Educational Policies Committee.

EPC acknowledged this request and will ask for the faculty's recommendation.

Approved:

Ed Balog

Submitted:

Pam Saloun

The Lindenwood Colleges
St. Charles, MO 63301

Minutes
Meeting of the Faculty of The Lindenwood Colleges

May 10, 1983

A special meeting of the faculty of The Lindenwood Colleges was held Tuesday, May 10, at 11:00 a.m., in the Fine Arts Building, Room 202, to discuss non-credit courses relative to Financial Aid Agencies.

Prof. Balog, Chairman of the Educational Policies Committee, moved to adopt EPC's recommendation to assign 3 hours of non-degree credit on a pass/fail basis to MTH 090.

MTH 090, a non-credit course, was established for students with Math deficiencies and would involve primarily those students who should carry no more than a 12 hour load.

The options available are:

1. do not assign any credit to the course and require math deficient students to carry 12 hours plus the workshop for a 5 course load.
2. assign 3 credits to the course and consider it in the normal load towards the 120 hour graduation requirement.
3. assign 3 credits to the course and do not consider it in the normal load towards the 120 hour graduation requirement.

Motion to assign 3 hours of non-degree credit on a pass/fail basis did not pass.

Prof. Balog presented to the faculty, for their recommendation, the suggestion to have Dr. Alan Schwab, Dean of College Life, become a member of the EPC.

The suggestion from faculty was to have EPC invite Dr. Schwab as a continuous guest/visitor to the EPC meetings.

Approved:

Jeanne Donovan
Faculty Secretary

Submitted:

Pam Saloun

John Nichols

FACULTY MEETING AGENDA

October 6, 1983

Fine Arts Building, Auditorium

1. Report of the President - Dr. Spainhower
2. Minutes of September 1, 1983
3. Report of Education Policies Committee - Prof. Balog
4. Report of Faculty Council - Prof. Evans
5. Report of the Dean of Faculty - Dr. Miller
6. Report of AAUP - Prof. Donovan
7. Business from the Floor
8. Announcements
9. Adjournment

Lindenwood College
St. Charles, MO 63301

Minutes
Meeting of the Faculty of Lindenwood College

September 1, 1983

The regular meeting of the Faculty of Lindenwood College was held Thursday, September 1, 1983, at 12:00 noon, in the Fine Arts Building Auditorium.

Report of the President

Dr. Spainhower introduced Ed Watkins as the new Dean of Admissions and Financial Aid. Mr. Watkins also serves as Vice President for Institutional Development and President of the National Career Institute for Productivity. Dr. Spainhower then reported that he and Esther Fenning will conduct the business of the Alumni Affairs Office and that Randy Wallick, Director of News and Public Information, will report directly to him.

The President gave the following report on the Fall 1983 enrollment:

1. Resident students currently stand at 211 - close to the 225 goal. This compares with 144 resident students last year at this time.
2. New students for the fall is at 181 compared to 128 last year. He added that the quality of these students is also up. The average ACT score is 18.7 compared to 17 last year.
3. The full-time enrollment compared to last year's 444 is 415. This is attributed to the number of academic suspension's in the Spring and the number of students asked not to return.
4. Congratulations were extended to the staff of Admissions and Financial Aid for their extra effort put forth during the summer.
5. Evening College enrollments are down: 273 this year compared to 313 last year. Dr. Spainhower attributes this to the new graduate and undergraduate programs of St. Louis University now being offered in St. Charles.

Dr. Spainhower reported on the following changes and additions in the administration:

1. He is now acting as the Athletic Director with the assistance of Jane Pace. He encouraged support of the men's and women's soccer and basketball teams.
2. Candy Carleton has been named Campus Religious Coordinator. Her responsibilities will be coordinating and encouraging participation in religious activities on campus.

3. Wayne Dougherty has taken over as Director of the Physical Plant since the retirement of Jack Mercer this summer. Dr. Spainhower asked the faculty to report to the Physical Plant any areas that appear in need of custodial care or minor maintenance repair.

To date, Lindenwood has raised \$305,000 in pledges and gifts toward the \$700,000 goal.

Dr. Spainhower assured the faculty of his confidence in the Faculty By-laws and Constitution, and indicated that he will be calling a meeting of the Faculty/Board Liaison Committee to have the Constitution and By-laws approved by January.

The Fall Convocation will be held September 12 to adopt the new mission of the College and to celebrate the College's new name.

Dr. Aaron Miller introduced the new members of the faculty:

Ms. Elizabeth Ammann - Assistant Professor of Bus. Admin. and Fashion Mktg.
Dr. Rao Ayyaggari - Assistant Professor of Biology
Mr. Alan Cady - Adjunct Assistant Professor of Biology
Dr. Deborah Cantarero - Adjunct Assistant Professor of Modern Languages
Dr. Richard Ketchum - Assistant Professor of Philosophy
Ms. Nancy Fleming - Assistant Professor of Music
Mr. Jim Wilson - returning to Lindenwood as Assistant Professor of Communications and Station Manager of KCLC
Dr. Jim Wong - Professor of Business Administration
Dr. Allen Schwab - Dean of College Life, Associate Provost, Associate Professor of English

Motion was made, seconded and passed to approve the minutes of May 5 and 10, 1983.

Dr. Armand Kitto was introduced as the Director of the CASA program now at Lindenwood. Dr. Kitto informed the faculty that CASA is offering music instruction for the community and for Lindenwood students and faculty. Classes are currently underway in Music Readiness and Music & Movement for young children. Dr. Kitto invited the faculty to stop by the CASA office, located in the Memorial Arts Building.

Dr. Miller reported that two courses, Acting I and Intro. to Philosophy, are being offered by our faculty at the main CASA campus in University City.

Report of EPC

There was no report from EPC.

Report of Faculty Council

On behalf of the Faculty Council, Prof. King reported on the activities

of the Council during the summer.

1. Faculty Council interviewed candidates for Biology, Philosophy and Music.
2. The Council received a protest from a faculty member whose contract was not renewed for AY 1983-84. In accordance with the By-laws, the Council formed a sub-committee to review the protest, then the full Council met and made the recommendation to the administration to reinstate the dismissed faculty member. The recommendation was denied by the administration.
3. The first meeting of the Faculty Council for 1983-84 will be Tuesday, September 6 at noon in the President's Conference Room.

Report of the Dean of Faculty

The new 1983-1985 college catalogs are available for faculty in the Dean's office.

Dr. Miller informed the faculty that a complete list of probationary students enrolled in the Fall Term is being compiled and will be distributed soon. He reminded faculty that Incomplete grades are not to be issued to students with probationary status.

For any faculty interested, notices from the International Exchange of Scholars are in the Dean's office for review.

Business From the Floor

Election was held for an at large position for the Nominations Committee to fill the vacancy left by Patti Kupferer.

Nominations from the Nominations Committee:

Rao Ayyagari
Bill Tietjen

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

Elected:

Bill Tietjen

Prof. Canale asked faculty to refer and recommend, to her, any students they feel need tutorial help. A new drop-in policy for students seeking help has been developed. Someone will be available in the CAP Center at all times for students who want to come by and seek help. No appointment is needed.

A workshop entitled "Methods of Reading and Notetaking" is being offered by Gaye Brown, a Lindenwood graduate. The workshop is being held Wednesday, September 7 at 5:45 p.m. in the cafeteria. Prof. Canale asked faculty to advise their students to attend.

Prof. Bornmann gave the Treasurer's report (see attached). He made the recommendation that faculty dues be reduced from \$6.00 to \$5.00. Motion was made, seconded and passed to adopt the recommendation.

Elections were held for Faculty Treasurer and Secretary.

Treasurer

Nominated and Elected:

John Bornmann

Secretary

Nominated:

Jeanne Donovan

Jim Feely

Elected:

Jim Feely

Motion was made, seconded and passed to hold faculty meetings on the first Thursday of every month at noon in the Fine Arts Building Auditorium.

Announcements

The first meeting of AAUP will be held Tuesday, September 6, at noon in the Sunshine Room of the cafeteria. AAUP will be having a TGIF party Friday, September 16, in the FAB Lounge, beginning at 4:00 p.m.

Prof. Canale announced the Visiting Artists Series sponsored in conjunction with the St. Charles Arts Council. The first of the series will be The Second City, September 13, in Jelkyl Theatre, beginning at 7:30 p.m.

Prof. Eckert announced that on September 11, 3:00 p.m. in the FAB Auditorium, he will be giving a lecture and slide presentation on "China, Yesterday and Today."

Dr. Jim Hood asked that any room change requests be forwarded to him. Since Lindenwood is on several different calendars, many rooms are being used at different times during the semester.

Prof. Nichols announced that on the weekend of September 24, the Local Democrats will be having their "First Capital Day" with Senator Eagleton as the main speaker. Mr. Nichols invited anyone who may be interested to attend. The cost is \$25 for the weekend and is being held at Holiday Inn.

The meeting adjourned at 1:05 p.m.

Approved:

Jim Feely

Submitted:

Pam Saloun

FACULTY TREASURY

Report to Faculty
Lindenwood College
September 1, 1983

Balance at beginning of school year 1982-3	\$277.59
Receipts	\$384.41
Interest Received	\$ 19.98
Expenditures	-\$136.08

Balance at beginning of school year 1983-4	\$545.90

Educational Policies Committee Minutes

Thursday, September 8, 1983

Members Present: Vicki Frowine, Ed Balog, John Nichols, Edith Graber, Bob Peffers, Jim Hood, Aaron Miller, Daryl Anderson, Ann Canale

Discussion was held concerning Dr. Allen Schwab's request to become an ex officio member of the Educational Policies Committee. Motion was made and seconded to invite Dr. Schwab to EPC meetings as an ex officio member without vote. This is with the understanding that the committee structure must change to accommodate him.

After discussion of this motion, it was revised to state that EPC will extend a special invitation to Dr. Schwab to participate in the meetings. Motion was seconded and passed.

In accordance with Prof. Bornmann's recommendation passed at the May 5 faculty meeting, EPC appointed Daryl Anderson and John Nichols to work with Faculty Council to develop the contingency plan to reduce the academic budget by \$100,000 with increments of \$20,000.

Educational Policies Committee representatives to the following committees were determined:

Academic Standards Committee - Ann Canale
Academic Resources Committee - Edith Graber
Special Terms Committee - Bob Peffers
Committee on Graduate Faculty - Ed Balog

Election was held for Chairman of EPC for Academic Year 1983-84.

Nominated:

Edith Graber
Ed Balog

Elected:

Ed Balog

Discussion was held concerning the recommendation from the Academic Long-Range Planning Committee for the adoption of the "rule of three" (requiring that at least three faculty members be involved in each academic degree program). Motion was made, seconded and passed to proceed to set goals to offer majors with the support of three program faculty and to gather information needed to determine its possibility.

Another recommendation submitted by the Academic Long-Range Planning Committee for EPC consideration is the elimination of the French and Spanish major, based on the fact that there is only one full-time faculty member in that department. Decision was made to refer this issue to the Humanities Division for their review and recommendation.

Regularly scheduled meetings of EPC have been set for the Tuesday of every month that falls 10 days before the faculty meetings, in room 317 Young.

Approved:

Ed Balog

Submitted:

Pam Saloun

John Nichols

FACULTY MEETING AGENDA

November 3, 1983

Fine Arts Building, Auditorium

1. Report of the President - Dr. Spainhower
2. Minutes of October 6, 1983
3. Report of Educational Policies Committee - Prof. Balog
4. Report of Faculty Council - Prof. Evans
5. Report of the Dean of Faculty - Dr. Miller
6. Report of AAUP - Prof. Donovan
7. Faculty Committee Election - Nominations Committee
8. Business From the Floor
9. Announcements
10. Adjournment

Lindenwood College
St. Charles, MO 63301

Minutes
Meeting of the Faculty of Lindenwood College

October 6, 1983

The regular meeting of the Faculty of Lindenwood College was held Thursday, October 6, 1983, at 12:00 noon, in the Fine Arts Building Auditorium.

Report of the President

Dr. Spainhower made the following announcements to the faculty:

1. Under the direction of Randy Wallick, Director of News and Public Information, Lindenwood is participating again in the United Way Fund Drive.
2. David Van Mierlo, Assistant Professor and Professional Librarian, has been appointed Athletic Director, replacing the President who served as Acting Athletic Director.
3. On behalf of the Faculty Council, Jim Evans requested that two members of the faculty sit on the Administrative Budget Planning Committee. Dr. Spainhower reported that the first meeting of that committee will be in November and that he welcomes faculty input in the budget planning process.
4. The Board of Directors segment of the Faculty/Board of Directors Liaison Committee will meet October 28 to consider the Faculty Constitution and By-laws. The complete committee will then meet in November. It is hoped that the process to approve the By-laws and Constitution can be finalized by the January, 1984 Board of Directors meeting.

Motion was made, seconded and passed to approve the minutes of September 1, 1983.

Report of the Educational Policies Committee

Ed Balog, Chairman of the Educational Policies Committee, brought to the attention of the faculty two issues currently under EPC consideration:

1. A recommendation from the Academic Long-Range Planning Committee concerning the "rule of three" which requires that a minimum of three faculty members be involved in each academic degree program.
2. Another recommendation from the Academic Long-Range Planning Committee concerning the elimination of the French and Spanish major since the department has only one full-time faculty member.

Report of the Faculty Council

Jim Evans, Chairman of the Faculty Council reviewed the membership of Faculty Council for the Academic Year 1983-84:

From the Natural Science Division: Jeanne Huesemann
John Bornmann

From the Humanities Division: Alan Shiller
John Wehmer

From the Social Science Division: Ray Scupin
Jim Evans

At-large positions: Solon Chervitz
Bill Schwienher
David Van Mierlo
Dean Eckert

Ex officio positions: Arlene Taich
Aaron Miller

The officers for Faculty Council for 1983-84 are: Jim Evans - Chairman
Alan Shiller - Vice Chairman
Ray Scupin - Secretary

Prof. Evans reported that a motion to recommend faculty participation on the President's Budget Planning Committee has been approved by the Council and forwarded to the President. The membership on this committee will include one faculty representative from Faculty Council and one faculty member elected at large. Dr. Evans stated that John Bornmann has been elected to represent Faculty Council.

Faculty Council has set the second and fourth Thursdays of each month at 12:00 noon in the REd Room of the cafeteria as their regular meeting time.

Dr. Evans reported that in accordance with Dr. bornmann's recommendation to develop a contingency plan to reduce the academic budget by \$100,000, he and Alan Shiller, as representatives of Faculty Council, will be meeting with the representatives of the Educational Policies Committee to begin discussions. The EPC representatives are Daryl Anderson and John Nichols.

Prof. Evans informed faculty of the areas of concern that will be addressed by Faculty Council during the academic year. They are:

1. Establish a system of annual salary and fringe benefit negotiations with administration
2. Reconsider recommendation that administration include in the annual budget a line for faculty salary increments
3. Consider short- and long-term impact of current increase in faculty course load; make appropriate recommendations
4. Recommendations concerning how future cutbacks and firings of faculty should be handled (more faculty involvement?)

5. Consider current situation with regard to faculty-development incentives and monies
6. Recommendation for redressing the sabbatical leave "log jam" created by recent postponements of leaves
7. Recommendations on standards for committee and "extra-assignments" loads
8. Recommendations on compensation for any committee or task-force work performed while the faculty member is not under contract, if such service is rendered at the request of the administration
9. Recommendations of standards for off-campus loads
10. Recommendation on travel-expense reimbursement for off-campus teaching assignments
11. Recommendations on revising the form and content of annual salary letters
12. Reinstatement of no-charge faculty parking areas on campus
13. Consideration of short- and long-term impact of all of above mentioned matters on quality of faculty's professional and educational functions and services
14. Parity between 9- and 12-month faculty contracts
15. Recommendation to remind administration that those faculty promoted last year were promoted without additional compensation and should be a consideration when salary increases are determined for next year.

At this time, election was held for the at-large position for the Budget Planning Committee.

Nominations from the floor: Jean Fields
Edith Graber
Bob Hulett
Bob King

Elected: Edith Graber

Report of the Dean

On behalf of the Lindenwood Bookstore, Dean Miller reminded faculty that book orders for the Spring 1984 Term are due by October 31. Also, Dr. Miller asked faculty to notify the bookstore which of the extra books left from the Fall Term can be returned to the publisher.

Dr. Miller announced that the President's Administrative Council has issued a no-smoking policy. A memo from Aaron Miller and Allan Schwab regarding this policy is being sent to all faculty. The policy states that smoking

is prohibited in all rooms in which instruction takes place. Each faculty member is to inform violators of their responsibility to respect the rights of others present and to smoke only in those areas of the campus not already restricted for reasons of individual or group health, safety, and comfort.

In answer to a question regarding the enforcement of this policy, Dr. Miller indicated that a notice will go out to all students notifying them of this policy. In the event a student refuses to comply, Security may be called.

Report of AAUP

Jeanne Donovan, President of the Lindenwood Chapter of AAUP, reported that there was a good turnout at the September 13 AAUP meeting. The next meeting will be October 11, 12:00 noon in the Red Room of the cafeteria. The topic of that meeting will be to review the language in the current faculty contract. Any recommendations for changes will be submitted to the Administration.

Prof. Donovan announced that AAUP dues may be forwarded to Solon Chervitz; dues being \$6.00 for six months and \$12.00 for the year.

Business From the Floor

In response to a question concerning the intention of the new "Parking for Staff Only" signs, Dr. Schwab stated that the signs meant parking for faculty and staff. The current signs are only temporary until the new ones, indicating parking for faculty and staff, are received. Enforcement is possible since parking stickers are numerically coded to identify faculty, staff and faculty. No parking restrictions exist at night. A suggestion was made to notify the college community of these new parking regulations.

Jim Wilson informed faculty that he will soon be distributing questionnaires asking interested faculty to appear as guest speakers on KCLC. Also, October 6 at 6:10 p.m. marks the 15th anniversary of Radio Station KCLC.

Announcements

Ann Canale reported to faculty that the office hours for the CAP Center are 8:00 a.m. to 8:00 p.m. A counselor is available Mondays, Tuesday, Thursdays, and Fridays. Five peer counselors are available every day.

On Friday, October 7, at 12:00 noon, the CAP Center will sponsor a take-off event entitled "Chalk Talk." This will be followed by an ice cream social.

Prof. Canale also informed the faculty that ten peer tutors are available in the CAP Center on a drop-in arrangement. Schedules of these times will be distributed to all faculty

The second performance in the Visiting Artists Series, featuring harpsichordist Igor Kipnis, will be held Sunday, October 30, 3:00 p.m. in the Presbyterian Church. A reception the FAB will follow. This is a dedicatorial recital for Lindenwood's new harpsichord, a gift to the College, handmade by Peter Tkach of St. Louis

Preceding the concert, Igor Kipnis will present a slide/lecture entitled "Art of the Baroque" on Thursday, October 27, at 7:00 p.m. in Young Auditorium.

Prof. Canale reminded faculty that season tickets are still available for the remaining five events in the Visiting Artists Series for \$15.00.

John Bornmann reminded those faculty who have not yet paid their \$5.00 faculty dues to please do so. Checks may be sent to John Bornmann, c/o Lindenwood Colelge, P.O. Box 736.

Ed Herendeen announced that playwright Frank Higgons will be on campus October 14-21. On Friday, October 21, there will be two staged readings in the Acting Studio of the Fine Arts Building: 4:00 p.m. and 8:00 p.m. Everyone is invited to attend.

Hans Levi invited interested faculty to attend a lecture on October 14 for the Society for Photographic Education. The lecture will begin at 8:00 p.m. and will be held in Young Auditorium. A reception for the art exhibit in the Fine Arts building will follow.

Another lecture for the Society for Photographic Education will be given Saturday, October 15, at Washington University's Steinberg Hall. The lecture, given by Bill Jay, will begin at 8:00 p.m. A reception will follow in Bixby Hall for the exhibition of St. Louis Photography. Photographs by Hans Levi are included in the exhibit.

On Saturday, October 22, LCIE will sponsor a Colloquium entitled "What It Takes To Be a Parent" featuring Ms. Moisy Shopper. The Colloquium begins at 9:30 a.m. in Young Auditorium and will be followed by discussion.

Alan Shiller announced that he has Six Flags tickets available for \$7.00 for anyone interested. The tickets are good for the weekend of October 7-9 only.

Jim Wilson announced that he has recently spoken with Martha Boyer, instructor at Lindenwood from 1947-72 and founder of the Communications Department and the radio station, and that Ms. Boyer sends her regards. Prof. Wilson moved that faculty send flowers to Ms. Boyer in appreciation of her years of service to the college. Motion was seconded and passed.

John Wehmer reminded faculty that all events of the Alumni Weekend, October 28-30, are open to faculty and urged them to participate in as many events as possible. The weekend will begin with a reception Friday in the Fine Arts Building, beginning at 5:30 p.m.

There being no further business, meeting adjourned at 12:45.

Approved:

Jim Feely

Submitted:

Pam Saloun

Educational Policies Committee

Tuesday, October 25, 1983

Members Present: Vicki Frowine, Daryl Anderson, Allen Schwab, Edith Graber, Dar Anderson, John Nichols, John Applebaum, Jim Hood, Ed Balog, Aaron Miller, Ann Canale, Bob Peffers

Motion was made, seconded and passed to approve the Public Policy Administration proposal submitted by Dr. Hood in conjunction with the University of Missouri-St. Louis. (proposal attached)

Motion was made, seconded and passed to approve the Departmental Honor's Project proposed by Nancy Bridges. Dean Miller suggested that Prof. Dean Eckert be included on the committee to evaluate Ms. Bridges project when completed.

Discussion was held concerning the clarification of Independent Studies, Practicum Credits, Field Studies, and Internships as they appear in the catalog. Dr. Miller suggested that further discussion be postponed until the next meeting while he and Dr. Hood prepare clarifications and appropriate standardizations of each. These standardizations shall include LCIE.

In response to a question concerning the listing of Holistic Health in the catalog as a graduate program in LCIE, Dr. Miller stated that the program is not being offered and was erroneously listed in the catalog.

On behalf of the Natural Science Division, motion was made and seconded to approve the Associate in Science Degree Program in Emergency Medical Technology. After discussion of the program, decision was made to change the Sociology requirement from SOC 214: The Family to SOC 102: Basic Concepts of Sociology. Motion was made and seconded to accept the credits from the Emergency Medical Training and the Emergency Medical Training-Paramedic only after the student has passed the National Exams. Motion did not carry.

Motion to adopt the Associate in Science Degree Program in Emergency Medical Technology was approved. (proposal attached)

Motion was made, seconded and passed to approve the following new courses for the Emergency Medical Technology degree program:

PSY 271: Crisis Intervention (2). A survey of the various circumstances and processes that lead to psycho-social crisis situations and the basic strategies that may be applied by the paraprofessional to deal with these situations. Topics include panic, aggression, violence, helplessness, disorganized behavior patterns, pain and grief, suicide and suicide prevention, mob behavior, and emergency counseling techniques.

CHM 300: Pharmacology (3). This course deals with the use of drugs in the management of medical disorders and clinical situations, presenting information about modern medications in a manner relevant to the needs of nurses, medical technologists, and others involved in health care. Course topics include drug standards and legislation; pharmaceutical preparation of drugs; administration of medicines, autonomic, cardiovascular, central nervous system, and psychotropic drugs; drug abuse; anesthetic agents, respiratory system drugs, histamines/and antihistamines; fluids-electrolytes and nutrients; diuretics, antimicrobial agents, chemotherapeutics, antiseptics, serums and vaccines, sex hormones, enzymes, and toxicology. Prerequisites: CHM 140, BIO 104, 327 and 328 (may be taken concurrently with BIO 328).

Motion was made, seconded and passed to approve the following new course for the Department of Biology:

BIO 401: Introduction to Research Methods in Biology (3). A practical guide to scientific research with emphasis on principles, techniques and procedures. Includes the choice and statement of the research problems, experimental design, sampling and analysis techniques, scientific illustration, and methods of reporting the results of research. A lab fee of \$30 will be required. Prerequisites: Senior standing with 32 semester hours from Natural Science and Mathematics Division, or consent of instructor.

Discussion was held concerning the recommendation from the Academic Long-Range Planning Committee to apply the "Rule of Three" to the degree programs. Since the information from the Divisions was incomplete, discussion of this issue was postponed until each Division has discussed it and is ready to make a recommendation.

Dr. Miller raised the issue for EPC discussion of the necessity of a policy or set of guidelines for students who want to return to Lindenwood and pursue a second degree. Motion was made to not allow any course to be used twice toward a degree. Motion was withdrawn. A suggestion was made to further investigate other alternatives and draw up a set of guidelines for review at the next EPC meeting.

Dr. Balog reported to the Committee that by virtue of his prerogative as Chairman of the Educational Policies Committee, he approved Incomplete extensions without consultation of the entire committee in order to meet the deadline for submission of Incomplete grades.

Approved:

Ed Balog

Submitted:

Pam Saloun

PUBLIC POLICY ADMINISTRATION PROPOSAL

We propose establishing a 3/2 program in Public Policy Administration with the University of Missouri-St. Louis. This would allow a Lindenwood student the option of applying, at the end of three years, to the Public Policy Administration Program at UMSL. At the end of the fourth year (first year at UMSL) the student would receive a bachelor's degree from Lindenwood, and then, at the end of the fifth year (second year at UMSL) a master's degree in Public Policy Administration.

The first three years would involve a normal Lindenwood program, meeting all Lindenwood requirements. Any major would suffice. The UMSL program wants applicants with a broad liberal arts background. The most obvious majors at Lindenwood would be Sociology, Political Science, History, or Business Administration but others would be appropriate as well.

During the first three years:

1. The student would pursue a normal Lindenwood degree.
2. These courses would be required for later transfer to UMSL:
 - a. BA 102 (Principles of Accounting I)
 - b. ECC 101 and 102 (Introduction to Political Economy I & II)
 - c. MTH 102 (College Algebra) & MTH 106 (Basic Statistics)
 - d. PS 155 (American National Government)
 - e. PS 225 (Congress and Policy Making)

These courses are recommended for later transfer to UMSL:

- a. BA 103 (Accounting II)
- b. BA 220 (Intro. to Data Processing) or MTH 160 (Intro. to Computer Programming)
- c. Two additional Political Science courses
- d. PSY 100 (Principles of Psychology)
- e. SOC 102 (Basic Concepts of Sociology)
- f. SOC 305 (Intro. to Social Research Methods)
- g. SS 310 (Social Science Statistics)

At the end of three years at Lindenwood, the student would apply for admission to UMSL in the Public Policy Administration Program. Lindenwood cannot, of course, guarantee such admission. However, students in the Lindenwood program would be made familiar with the UMSL people and program and students through exchanges. If a Lindenwood student should fail to be admitted, a normal fourth year at Lindenwood can be completed without loss of time or credits. A Lindenwood student accepted and entering the program would receive a bachelor's degree from Lindenwood at the end of the fourth year.

In year 4 (first year at UMSL), the student would be required to take UMSL MTH 101 (Calculus) or MTH 102 (Finite Math), Economics 251 (Intermediate Microeconomics), Political Science 140 (Public Administration). Additional courses could be taken at UMSL to finish any remaining Lindenwood requirements.

The student would begin graduate work in the second semester of the fourth year.

Sample Course Structure:

Fourth Year-Second Semester

BA 480 (Computer Programming)
PS 410 (Policy Analysis)
PS 440 (Public Policy Administration)
BA 481 (Statistical Analysis for Management Decisions) or
PS 401 (Introduction to Policy Research)

Summer Session

BA 460 (Organizational Behavior and Administrative Processes)
Elective in area of emphasis or internship in St. Louis, Washington,
Jefferson City.

Fifth Year-First Semester

BA 343 (Accounting for Governmental and Not-for-Profit Accounting)
BA 482 (Operations Research Methods) or
BA 484 (Business Information Systems) or
BA 486 (Advanced Statistical Methods for Management Decisions) or
Econ 365 (Economic Statistics and Econometrics) or
PSY/SOC 475 (Introduction to Evaluation Research Methods)
Two electives in area of emphasis

Fifth Year-Second Semester

Econ 421 (Public Policy Microeconomics)
Pol Sci 409 (Cases in Public Policy Analysis)
Internship (20 hours a week for 16 weeks)

Possible emphasis areas:

city management
criminal justice
personnel management
financial management
housing policy
health policy
transportation policy
economic development policy

This 3/2 program can be implemented without cost to Lindenwood, without any additional coursework, and with the liberal arts emphasis intact. It does, however, offer a program built upon that liberal arts base that can lead to employment. I have a list of positions that recent graduates of the Public Policy Administration program have received.

ASSOCIATE IN SCIENCE DEGREE PROGRAM
IN EMERGENCY MEDICAL TECHNOLOGY

General Degree Requirements:

ENG 101-102:	English Composition	- 6 Semester Hours
MTH 101:	Concepts of Mathematics	- 3 Semester Hours
HIS 100:	The Human Community	- 3 Semester Hours
HUM 110:	Intro. to Humanities	- 3 Semester Hours
BIO 104:	Cell Biology	- 3 Semester Hours
CHM 140:	Introductory Chemistry	- 4 Semester Hours
PSY 100:	Principles of Psychology	- 3 Semester Hours
PSY 101:	Interactive Psychology	- 3 Semester Hours
BA 240:	Human Resources Management	- 3 Semester Hours
SOC 102:	Basic Concepts in Sociology	- 3 Semester Hours

Subtotal: 34 Semester Hours

Major Requirements:

+BIO 327-328:	Anatomy & Physiology	- 8 Semester Hours
+CHM 300:	Pharmacology	- 3 Semester Hours
+PSY 271:	Crisis Intervention	- 2 Semester Hours
*Emergency Medical Training	5	- 7 Semester Hours (120 Contact Hours)
*Emergency Medical Training-Paramedic		-21 Semester Hours (480 Contact Hours)

Subtotal: 39-41 Semester Hours

*To be conducted on-site by Sigma Medical Management and St. Joseph Health Center in St. Charles and DePaul Hospital in St. Louis.

The final 15 hours of the student's program will be spent in residence at the training facility.

+Prerequisites: for BIO 327-328: BIO 104, CHM 140
for CHM 300: BIO 104, 327, 328, and CHM 140
for PSY 271: PSY 100, 101, and SOC 102

John Nichols

FACULTY MEETING AGENDA

December 1, 1983

Fine Arts Building, Auditorium

1. Report of the President - Dr. Spainhower
2. Minutes of November 3, 1983
3. Report of Educational Policies Committee - Prof. Balog
4. Report of Faculty Council - Prof. Evans
5. Report of the Dean of Faculty - Dr. Miller
6. Report of AAUP - Prof. Donovan
7. Business From the Floor
8. Announcements
9. Adjournment

Lindenwood College
St. Charles, MO 63301

Minutes
Meeting of the Faculty of Lindenwood College

November 3, 1983

The regular meeting of the Faculty of Lindenwood College was held Thursday, November 3, 1983, at 12:00 noon, in the Fine Arts Building Auditorium.

Report of the President

On behalf of President Spainhower, Dr. Miller reported that the President wished to express his appreciation of the faculty for their participation in Alumni Weekend. Dr. Miller also reported that the President heard many positive comments about the faculty from people who attended the Weekend.

Recommendations were made for the following changes in the October 6 faculty minutes:

page 4 - Report of AAUP, first paragraph, last sentence: change the last word "Administration." to "Faculty Council."

page 4 - Business from the Floor, first paragraph, sixth line: change "staff and faculty." to "staff and students."

Motion was made, seconded and passed to approve the minutes of October 6 as amended.

Report of the Educational Policies Committee

On behalf of the Educational Policies Committee, Ed Balog, Chairman of EPC, moved to adopt the 3/2 program in Public Policy Administration. Motion was seconded. After discussion, the question was called and the motion to adopt the 3/2 program in Public Policy Administration was approved.

On behalf of the EPC, Prof. Balog moved to adopt the Associate Degree Program in Emergency Medical Technology. Motion was seconded. After discussion of the program, the question was called and the motion to adopt the Associate Degree Program in Emergency Medical Technology was approved.

Report of Faculty Council

Jim Evans, Chairman of Faculty Council, reported to the faculty the business considered at the October 13 and 27 meetings of the Council.

At the October 13 meeting, Faculty Council set priorities for the areas of concern and grouped them into five categories, as follows:

1. salary matters
2. faculty loads
3. faculty development
4. faculty benefits
5. procedures for adjusting the academic budget

At that same meeting, the list of suggestions submitted by AAUP regarding the faculty contracts were reviewed and discussed. Profs. Chervitz, Eckert, and Taich formed a committee to work with the administration to develop a faculty manual.

At the October 27 meeting, Faculty Council considered the specific items to be included in the faculty contracts. The consensus of the Council was that most information contained in the current contracts can be placed in the faculty manual. Profs. Huesemann and Scupin have formed a committee to draft a new contract reflecting the new recommendations and suggestions.

Also at the October 27 meeting, the Council considered the status of Prof. Jim Wilson. Prof. Wilson interrupted his service to Lindenwood for the Academic Year 1982-83. Faculty Council recommended to the administration that Prof. Wilson be considered to be in his fourth year of service.

The revised Faculty/Course evaluation was reviewed and will be on the agenda for the next meeting.

Report of the Dean of Faculty

Dr. Miller reminded faculty to place their book orders for the Spring Term with the Bookstore if they have not already done so.

The final enrollment figure for Fall 1983 is 1,848. The FTE is 1,075 (based on a preliminary estimate).

Report of AAUP

Jeanne Donovan reported to faculty that the AAUP submitted a list of recommendations to Faculty Council concerning faculty contracts.

She also reported that the Executive Committee of the AAUP met with Larry Elam seeking more information on retirement and insurance. Prof. Donovan will present this information to the faculty when it is available.

The next meeting of AAUP will be Tuesday, November 8, in the Red Room. A report from the Salary and Tenure Committee will be given at that time. Also, AAUP will address the establishment of guidelines for extra service. This information will be submitted to Faculty Council.

Faculty Committee Election

Election was held for an at-large position on the Athletic Committee to replace David Van Mierlo.

Nominations from the Nominations Committee:

Groff Bittner
Richard Ketchum

Nominations from the floor:

Arlene Taich
John Bornmann

Elected:

John Bornmann

A suggestion was made to the Nominations Committee to review the staggered terms in the Faculty Council membership. Currently, all terms expire the same year.

Business from the Floor

Jim Wong distributed a survey to all faculty to review. Prof. Wong would like to distribute this form to all students who attend Lindenwood to attain information on what the students really want and feel about Lindenwood.

A suggestion was made to have Ginny Grady, Director of the CAP Center, also review this survey.

Prof. Wong would like to have the form ready for distribution during the week of November 7, and asked faculty to have any recommendations for additions or changes submitted to him as soon as possible.

Jeanne Donovan's name was drawn as the winner of the United Way raffle. Prof. Donovan won two tickets to a Cardinal Football game and a \$25 complimentary check.

Announcements

Hans Levi announced that Lindenwood hosted the largest Society for Photographic Education Conference ever held. Prof. Levi extended special thanks to Dean Eckert for his help and cooperation.

Daryl Anderson announced that Lindenwood will be airing the ABC-TV movie special "The Day After" on a big screen in McCluer on November 20 at 7:00 p.m. Prof. Anderson invited anyone interested to attend. Discussion will follow immediately after the showing.

On Tuesday, November 15, beginning at 7:00 p.m., the Griffin Society will present its "Creative Happening." Featured will be poets Normajean MacLeod and Michael Pfeifer. The poetry readings will be held in the Cardy Reading Room and are open to the public, free-of-charge.

On Saturday, November 19, LCIE will sponsor a Colloquium entitled "Business Ethics: Is There Such a Thing?" Featured at the Colloquium will be Prof. Richard Ketchum and Dean Aaron Miller. The Colloquium will begin at 9:00 a.m.

The Lectures and Concerts Committee will sponsor poet Jerome Rothenberg Friday, November 4, at 8:00 p.m. The Poetry reading will be held in the MAB Parlor.

The third performance in the Visiting Artists Series, featuring Trio Cassatt, will be held Sunday, November 6, at 3:00 p.m. in Jelkyl Theatre.

A three part lecture series offered in conjunction with the course "Religion in America" will begin Thursday, November 3. Rabbi Bruce Diamond will open the series with a discussion on Judaism. On November 10, Monsignor John Shocklee will present an overview of Catholicism in America. Reverend Robert McGruther will conclude the series with a discussion of Protestantism on November 17. The lectures will begin at 7:30 p.m, in the MAB Parlor and are open to the public, free-of-charge.

There being no further business, meeting adjourned at 1:15 p.m.

Approved:

Jim Feely

Submitted:

Pam Saloun

Educational Policies Committee

Thursday, November 3, 1983

Members Present: Ed Balog, Bob Peffers, Ann Canale, Edith Graber, John Nichols, Aaron Miller, Arlene Taich, John Applebaum

A special meeting of the Educational Policies Committee was called at the request of the Humanities Division to consider the impact on the ESL curriculum in relocating their offices to Young Hall.

It was the consensus of the Committee that there was no evidence to indicate that the move will be detrimental to the academic quality of the program.

Approved:

Ed Balog

Submitted:

Pam Saloun

Educational Policies Committee

Tuesday, November 22, 1983

Members Present: Jim Hood, Dar Anderson, Vicki Frowine, Ann Canale, John Applebaum, Howard Barnett, Ed Balog, Edith Graber, Daryl Anderson, Allen Schwab, Bob Peffers, Aaron Miller

On behalf of the Humanities Division, Howard Barnett presented the Liberal Arts Minor proposal for EPC review. After discussion of the proposal, motion was made, seconded and passed to send this proposal to each division for their consideration and report back to EPC with their recommendations.

Motion was made, seconded and passed to adopt the proposed policy on second degrees as submitted by Dr. Hood. (see attached)

On behalf of the Humanities Division, Bob Peffers reported to EPC that Humanities 110 will be offered as a sophomore level course with English 101 and 102 as prerequisites. This will become effective beginning Fall 1984.

As per the discussion at the October 25 EPC meeting, Dr. Miller furnished a clarification of Independent Studies, Tutorials, Internships, and Practica. A copy is attached for faculty information.

Dr. Hood suggested that a committee be formed as a sub-committee of EPC to review and award practicum credit. The committee will consist of the three at-large positions on EPC, the Registrar, the Associate Provost, and a faculty member in the area of the request.

On behalf of Linda Barnes, Director of ESL, Aaron Miller requested that the 7½ week segment of each ESL semester be granted 2 semester hours of credit instead of the current 1.5 semester hours. Motion was made, seconded and passed to approve this request. Dr. Miller also requested on behalf of Dr. Barnes, that the 2 semester hours of credit be applied retroactively to January 1983, when the 7½ week/1.5 credit hour semester segments first began. There was no support for this request from EPC.

Approved:

Submitted:

Ed Balog

Pam Saloun

Proposed Policy on Second Degrees

A person who has been awarded a Lindenwood undergraduate degree and who subsequently desires a second undergraduate degree must take a minimum of 30 additional hours at Lindenwood for the second degree, more if needed for the actual degree requirements.

A student who is currently enrolled and who desires two degrees at the end of a single college career must complete all requirements for both degrees and a minimum of 150 semester hours.

A student who has received a master's degree from Lindenwood and who desires another master's degree may receive a maximum of six hours credit from the first degree toward the second degree, if the credit is applicable.

[In each of these circumstances, this would equate the Lindenwood degree to a degree from another institution received in transfer.]

INDEPENDENT STUDY

For the advanced student with specialized educational or research interests, independent study opportunities are available in all disciplines. A student wishing to pursue independent study for academic credit in research or in field work should consult with his/her advisor and the faculty member(s) who will be responsible for supervising the work to be done. A maximum of 12 semester hours of independent study credit may be applied to any bachelor's degree program. Associate in Science and graduate degree programs may utilize independent study credit on a selective basis according to the judgment of faculty advisors in consultation with the Dean of Faculty.

TUTORIALS

Any student needing to take a Lindenwood course which is not scheduled or offered in a term or time-frame compatible with the needs of the student may apply to the appropriate instructor for tutorial work to satisfy the course. A tutorial involves all the normal work of such a course, but student-instructor contact occurs on a one-to-one basis. Not all courses are suitable for such an arrangement, and thus not all courses may be taken in this way. The student interested in a tutorial must consult with and receive the prior approval of the course instructor before registering for the course.

INTERNSHIPS

Internships are available in most areas of study and provide the opportunity for students to obtain academic credit by combining formal education with experiential learning in a career field. Sophomore standing is a prerequisite, and internships are available for as few as three or as many as six credit hours per academic term to a maximum of 24 semester credit hours for a Bachelor's Degree. Each internship is to be supervised by a full-time member of the faculty, and the terms of the internship are to be determined by the student and the supervising faculty member. A list of internship opportunities is maintained by the CAP Center. Application forms for internships are available in the Dean of Faculty's office. There is no extra charge for enrolling in an internship.

PRACTICUM CREDIT

Lindenwood recognizes the value of extramural learning experience in the work-place and provides a limited amount of undergraduate academic credit for such experience. Credit may be granted for work experience that relates directly to academic subjects offered by the College (e.g., accounting, management, laboratory science, journalism, computer technology). Applications for practicum credit may be obtained from and should be submitted to the Registrar, with documentation that directly supports the request. A maximum of 27 semester credit hours at the undergraduate level may be granted in this way. See tuition and fee schedule for related charges.

John Nichols

FACULTY MEETING AGENDA

February 2, 1984

Fine Arts Building, Auditorium

1. Report of the President - Dr. Spainhower
2. Minutes of December 1 and December 8, 1983
3. Report of Educational Policies Committee - Dr. Balog
4. Report of Faculty Council - Dr. Evans
5. Report of Dean of Faculty - Dr. Miller
6. Report of AAUP - Dr. Donovan *NEXT MEETING FEB. 14 (12:00)*
7. Business from the Floor
8. Announcements
9. Adjournment

Lindenwood College
St. Charles, MO 63301

Minutes
Meeting of the Faculty of Lindenwood College

December 1, 1983

The regular meeting of the Faculty of Lindenwood College was held Thursday, December 1, 1983, at 12:00 noon, in the Fine Arts Building, Auditorium.

Report of the President

President Spainhower announced that the first annual Christmas Walk will be held Sunday, December 11 from 4:00 - 6:00 p.m. A memo from Prof. Dean Eckert, Chairman of the Walk, will be forthcoming asking for donations of ornaments and for volunteers to host/hostess along the walk.

Dr. Spainhower reminded faculty of the Holiday Reception being held Saturday December 10, from 3:00 - 6:00 p.m. in the Cardy Reading Room of Butler Library.

At this time, Ed Watkins gave a presentation to the faculty on a Marketing Plan Overview. It was explained that copies of this Overview will be available to the faculty at the conclusion of the meeting. Mr. Watkins informed faculty that President Spainhower will soon announce a Task Force consisting of faculty and administrative staff, to meet and discuss ways to implement the Plan.

Dr. Spainhower announced that David Van Mierlo has taken a new position at the College as Director of Financial Aid.

In answer to a question, Dr. Miller reported that the latest enrollment figure for Fall 1983 is 1,897. This figure includes Mansion House and Westport. Motion was then made, seconded and passed to approve the minutes of the November 3, 1983 faculty meeting.

Report of EPC

On behalf of the Educational Policies Committee, Prof. Ed Balog moved to adopt the proposed policy on second degrees. A copy of this proposal was attached to the agenda. Motion was seconded.

Discussion was held concerning the statement in the proposed policy which says a student seeking a second master's degree "...may receive a maximum of six hours credit from the first degree toward the second degree..."

Both the LCIE and the Education Department pointed out that their practice has been to accept a maximum of nine hours in transfer.

Motion was made to amend the statement to read "...may receive a maximum of nine hours credit..." Motion was seconded.

Jim Hood explained that the statement in question applied specifically to students who have already received a master's degree from Lindenwood and want to get another from Lindenwood.

The motion to amend carried.

The motion to approve the proposed policy on second degrees passed as amended.

The amended policy now reads:

A person who has been awarded a Lindenwood undergraduate degree and who subsequently desires a second undergraduate degree must take a minimum of 30 additional hours at Lindenwood for the second degree, more if needed for the actual degree requirements.

A student who is currently enrolled and who desires two degrees at the end of a single college career must complete all requirements for both degrees and a minimum of 150 semester hours.

A student who has received a master's degree from Lindenwood and who desires another master's degree may receive a maximum of nine hours credit from the first degree toward the second degree, if the credit is applicable.

Report of Faculty Council

Jim Evans, Chairman of Faculty Council, reported on the business considered at the November 10 and November 17 meetings of the Council.

At the November 10 meeting, Faculty Council considered revisions in the faculty contracts. Work on the contracts is still in progress. Also at the November 10 meeting, the draft of a new Faculty and Course Evaluation form was reviewed. The Council decided that the current evaluation form will be retained for the Fall 1983 Term. The form will be considered again during the Spring Semester. Prof. Evans asked faculty to submit any suggestions for changes to the Council.

At the November 17 meeting, Dean Miller submitted his drafts of faculty contracts to the Council for their consideration. After discussion, Faculty Council approved the contracts. Dean Miller will submit these to the President, on behalf of the Council, for his review.

At this time, President Spainhower reported to the faculty that he had approved these contracts as submitted.

The list of recommended guidelines for extra services submitted by AAUP will be reviewed at a future meeting.

Prof. Evans reported that at a special Faculty Council meeting held November 23, the Council discussed the Board of Director's proposed changes in the Faculty Constitution and By-laws. A list of these proposed changes was distributed to the faculty at the beginning of the meeting.

On behalf of Faculty Council, Jim Evans moved to approve the recommended changes in the By-laws.

Motion was made, seconded and passed to table the motion to approve the proposed changes to allow faculty time to review them more carefully.

On behalf of Faculty Council, Jim Evans moved to reject the Board's proposed change of article VIII., A., of the Faculty Constitution, and in it's place, adopt the following change in article VIII., A.: the last line of the second paragraph shall end with the word "continuously." The motion was seconded.

Motion was made, seconded and passed to also table this motion to allow faculty more time to consider it.

A special meeting of the faculty will be called to take up the unfinished business of this meeting.

Meeting was adjourned at 1:30.

Approved:

Jim Feely

Submitted:

Pam Saloun

Lindenwood College
St. Charles, MO 63301

Minutes
Special Meeting of the Faculty of Lindenwood College

December 8, 1983

A special meeting of the Faculty was held Thursday, December 8, 3:00 p.m. in the Fine Arts Building Auditorium to complete the unfinished business from the December 1 meeting of the Faculty.

Motion was made, seconded and passed to remove from the table the motion made at the December 1 faculty meeting to adopt the Faculty Council's recommendation to reject the Board's proposed change in article VIII., A. of the Constitution and in its place, adopt the following change: end the last line of the second paragraph with the word "continuously."

On behalf of Faculty Council, Jim Evans moved to amend the motion to drop the word "continuously" so that it now reads "This Constitution shall take effect on the day following its ratification by the Board of Directors."

The motion to approve the amendment was seconded and passed.

The original motion carried as amended.

Motion was made, seconded and passed to remove from the table the motion to approve the Board's proposed changes in the Faculty By-laws.

On behalf of Faculty Council, Jim Evans moved to amend the original motion. The amendment is to change II., D., 4. by adding "until April 15." to the end of the statement and changing "time-frames" to "times." The motion was seconded.

A substitute motion was made and seconded to delete the statement "...with the proviso that all reappointments are subject to budgetary and programmatic consideration."

After discussion of the substitute motion, the motion and the second were withdrawn.

Question was raised concerning the purpose of reappointment letters which are to be issued by the dates set forth in the By-laws but are not binding by the administration until April 15 or whenever contracts are issued.

It was the consensus of the faculty to issue letters of non-reappointment to any first or second-year faculty member up for review who the administration may feel has even the slightest chance of being cut due to budgetary and/or programmatic considerations.

In this way, it was felt that the faculty member would be given fair notice, and the administration would be able to avoid any legal problems should the need to make faculty personnel changes arise.

Another substitute motion was then made and seconded to amend the motion to approve the Board's proposed changes in the By-laws by rejecting II., D., 4. Motion to amend carried.

Motion was made, seconded and passed to also amend Faculty Council's original motion to approve the Board's proposed changes in the By-laws by changing the first line in II., D., 1., 2., & 3. to include "... reappointment and non-reappointment..."

The motion to approve the Board's proposed changes in the By-laws passed as amended.

Report of Dean of Faculty

Dean Miller asked, on behalf of Gene Goldstein, Manager of the Bookstore, that faculty notify him which books from the Fall Term can be returned.

Dr. Miller reminded the faculty, on behalf of the Registrar, that final grades are due 48 hours after each scheduled exam. This needs to be requested in order to process the grades and get grade reports out to students as soon as possible.

It was suggested that exam times for the most popular course times be spread out more during the week of exams to help expedite the issuance of grades.

Concern was raised regarding the Duplicating Department's policy for reproducing exams. It seems that students are getting access to the exams. A suggestion was made to investigate the student help in the duplicating department and review their current policy for the printing of exams.

Business From the Floor

Election was held to replace David Van Mierlo on Faculty Council. It is an at-large position expiring 1985.

Nominations from the Nominations Committee:

Suzi Sueoka
Niki Juncker
Ed Herendeen

Nominations from the Floor:

Rao Ayyagari

Elected:

Suzi Sueoka

Report of AAUP

There was no report from AAUP.

Announcements

Jim Wilson announced that KCLC Radio is holding its fund-raiser. Prizes donated by area businesses in return for listener contributions will be given for each money donation to the station.

Linda Barnes announced that the International Student Organization is holding a raffle to raise money to be used to buy a gift for the college or to establish an emergency fund. The tickets are being sold for \$1.00 and the prize to be awarded is a wood-burning stove.

There being no further business, meeting was adjourned at 4:25 p.m.

Approved:

Submitted:

Jim Feely

Pam Saloun

Educational Policies Committee Minutes

Thursday, December 15, 1983

Members Present: Jim Hood, Aaron Miller, John Appelbaum, Daryl Anderson, Vicki Frowine, Ann Canale, Edith Graber, John Nichols, Allen Schwab, Ed Balog, Bob Peffers

A special meeting of the Educational Policies Committee was held Thursday, December 15.

Motion was made, seconded and passed to approve the following new course in Business Administration submitted by the Social Science Division:

BA 214 (2) Accounting and the Microcomputer

This course is intended to take the principles of the accounting cycle and apply them with the microcomputer in small-business applications. Part of the class will be lecture-demonstration, part will be laboratory experience for the students. Prerequisites: BA 102, 220. Lab fee: \$30.00

Ann Canale reported, on behalf of the Humanities Division, that the motion to reinstitute the "rule of three" was voted down by the Division. Also, the Humanities Division will bring a report to EPC addressing the issue of the elimination of the Foreign Language major. The Division requests that EPC not act on this issue until they have made their recommendation. A deadline was set for mid-February for receipt of the their report.

Discussion was then held concerning the status of the ESL program. Aaron Miller reported to EPC that the President is in support of closing or reducing the extent and staffing of the ESL program. He has asked for a recommendation from EPC.

After discussion of this issue, motion was made and seconded to receive input from the Division and Department involved before a formal recommendation will be made. The motion carried.

Motion was made, seconded and passed to extend the Incomplete grade for David Van Mierlo until the end of the Spring 1984 Term.

Approved:

Ed Balog

Submitted

Pam Saloun

Educational Policies Committee

January 24, 1984

Members Present: Ed Balog, Daryl Anderson, Edith Graber, John Nichols, Aaron Miller, Arlene Taich, Jim Hood, Dar Eaton, Vicki Frowine, John Applebaum

Question was raised as to the amount of credit available through non-classroom experience (i.e., Independent Study, Practicum, Cooperative Education, and Internship). If the maximum were awarded in each category, the total would be 81 hours. After considerable discussion it was moved and seconded to combine the Internship and Cooperative Education categories and allow a maximum of 18 hours in that category. Also, the total hours allowable from all the above categories would be 36. Motion carried.

The divisions of Natural Sciences and Social Sciences reported that they had both rejected the proposal of a Liberal Arts Minor as presented by the Humanities Division. Each division identified a series of difficulties as this proposal related to their present curricula as well as the problem of staffing such an extensive program. Each division also suggested that a more productive approach might be to re-examine the general education requirements. The division of Natural Science is presently doing this. EPC delayed further consideration until the presentation of other proposals and considered the possibility of establishing a subcommittee to examine general education requirements.

Extensions of incomplete grades were approved for Larry Rufkahr in BA 205 until the end of the Spring 1984 Term and for Karen Rogers in PS 100, MTH 106, CHM 342 and 343 through February 1984.

Approved:

Ed Balog

John Nichols

FACULTY MEETING AGENDA

March 1, 1984

Fine Arts Building, Auditorium

1. Report of the President - Dr. Spainhower
2. Minutes of February 2 and February 9 Faculty Meetings
3. Report of Educational Policies Committee - Dr. Balog
4. Report of Faculty Council - Dr. Evans
5. Report of Dean of Faculty - Dr. Miller
6. Report of AAUP - Dr. Donovan
7. Buisness from the Floor
8. Announcements
9. Adjournment

Lindenwood College
St. Charles, MO 63301

Minutes
Meeting of the Faculty of Lindenwood College

February 2, 1984

The regular meeting of the Faculty of Lindenwood College was held Thursday, February 2, 1984, at 12:00 noon, in the Fine Arts Building Auditorium.

Report of the President

There was no report

Motion was made, seconded and passed to approve the minutes of the December 1 and December 8, 1983 faculty meetings.

Report of the Educational Policies Committee

There was no report

Report of Faculty Council

Jim Evans, Chairman of the Faculty Council, summarized the activities of the Council. Two candidates were interviewed for the Faculty Advisor in Business Administration position. Dr. Eugene "Jack" Kirk was hired. Three candidates were interviewed for the Faculty Advisor in Health Administration position. Dr. James Swift was hired.

The Council reviewed and made appropriate recommendations for reappointment of seven second year faculty.

Prof. Evans also reported that the Council submitted a recommendation to the administration that there be a 10% salary increase for faculty. The response from the President was that although he cannot promise a 10% salary increase, he will do what he can to make as sizeable salary increase as possible.

Faculty Council currently is considering a special request to review and re-evaluate their recommendation made in December concerning the reappointment of a second year faculty member.

At this time, John Nichols, on behalf of the Faculty/Board Liaison Committee, reported that the Board did not adopt the Faculty Constitution and By-laws. The reason for this is that eight new Board members requested time to review the Constitution and By-laws. Prof. Nichols reported that it is the number one item on the agenda for the May meeting and he anticipates there being no problem with its adoption.

In response to a question about the status of the faculty manual, Jim Evans will have the Faculty Council ad hoc committee look into it.

Report of the Dean of Faculty

Aaron Miller announced to the faculty that cap and gown measurements and orders for the May Commencement are to be placed by February 21 at the Bookstore. Also, May and Summer book orders are to be placed by March 1.

Dr. Miller reported that the enrollment for Spring 1984 is 1,727, down from 1,897 in the Fall 1983 Term. The difference of 170 is broken down as follows:

- 73 graduated
- 14 suspended
- 3 withdrew for medical reasons
- 80 stopped out for reasons of their own

Thus, the attrition rate is 4.9%

Residence Halls population for Spring is 201 students compared to 223 in the fall.

Dean Miller informed the faculty that notices for funded summer workshops and Fulbright information are now in his office for any interested faculty.

Dr. Miller reported that Allen Schwab has agreed to revive the Faculty Forum for next year. Faculty should expect to hear from Dean Schwab soon regarding this.

Dr. Miller brought to the faculty a request from the graduation committee and the President to ask Ms. Martha Layne Collins, Governor of Kentucky and Lindenwood alum, to be this year's commencement speaker. They would also like to award Ms. Collins an honorary degree at that time.

Motion was made and seconded to recommend that Ms. Martha Layne Collins be awarded an honorary degree at Commencement.

After discussion of the motion, the question was called.

Motion was then made, seconded and passed to table the question.

Discussion was then held concerning EPC's responsibility in handling of this as outlined in the Faculty By-laws. A substitute motion was made, seconded and passed to refer this to EPC for investigation and approval.

Report of AAUP

Jeanne Donovan, on behalf of the AAUP, reported to the faculty that two meetings of the AAUP were held during January. On January 11, a representative from TIAA-CREF attended the meeting to discuss retirement plans. Dr. Donovan has a contact number of TIAA-CREF for any faculty interested in receiving additional information.

Members of AAUP met with the President to present their recommendation that a 10% salary increase for faculty be considered. It was further recommended that this amount be distributed evenly to everyone this year.

Dr. Donovan reported that the President was uncertain about that recommendation and that he wanted more information from the faculty. The other form of distributing salary increases under consideration is that of basing each faculty members raise on a fixed percentage of their current salary. A vote of the faculty members was then taken. The results were: 39 for the lump sum divided evenly method; 7 for the percentage method.

Also, Prof. Donovan reported that AAUP recommends to the administration that adjunct instructors and staff also be considered for salary increases.

The next meeting of the AAUP will be held Tuesday, February 14, in the Cardinal Room at 12:00 noon. The agenda will include faculty development needs.

Business from the Floor

Nancy Polette, on behalf of the Academic Resources Committee, distributed an excerpt of the copyright law for faculty information. She indicated that more detailed information on this is available in the library.

Howard Barnett spoke to the faculty concerning the new \$10 million fund-drive campaign and encouraged faculty and staff giving.

At this time, Aaron Miller announced the Arts and Education Fund Drive. He announced that faculty will be receiving information regarding this in the mail.

Prof. Jim Wong gave a presentation on the results of the survey administered to Lindenwood students during the Fall semester.

Discussion was held concerning the proposed changes in the ESL Program. Questions were raised as to whether the proper channels were followed in the decision to reduce the ESL staff and change the program to an intermediate and upper level program.

Announcements

John Wehmer announced that the Metro Theatre Circus will be on campus for a performance Sunday, February 5, 3:00 p.m., in Jelkyl Theatre. Also, on Sunday, February 19, Mr. Joseph Breznikar will give a guitar recital in Sibley Chapel, beginning at 3:00 p.m.

Richard Rickert announced that on Saturday, February 18, in Young Hall, LCIE will hold a Colloquium entitled "Nuclear Arms: Freeze or Buildup?" The panel presentation will feature Prof. Richard Wier, Mr. William McNeilly, and Mr. Bill Ramsey.

Allen Schwab reminded faculty that February 24 and 25 is Parent's Weekend. He encouraged faculty to attend and asked for volunteers to give one-hour programs during the weekend.

There being no further business, meeting adjourned at 1:30 p.m.

Approved:

Submitted:

Jim Feely

Pam Saloun

Educational Policies Committee

Monday, February 6, 1984

Members Present: Aaron Miller, Jim Hood, Vicki Frowine, Ann Canale, Dar Eaton, Allen Schwab, Ed Balog, John Nichols, Edith Graber

A special meeting of EPC was held Monday, February 6, to discuss the awarding of an honorary degree to Martha Layne Collins. Ms. Collins, Governor of Kentucky, attended Lindenwood for one year.

Motion was made, seconded and passed to award Governor Collins an honorary degree of Doctor of Laws, contingent upon her being present at the Commencement ceremony to accept.

An extension of an Incomplete grade for Teresa Goldstein was granted until April 1, 1984.

Approved:

Ed Balog

Submitted:

Pam Saloun

Lindenwood College
St. Charles, MO 63301

Minutes
Special Meeting of the Faculty of Lindenwood College

February 9, 1984

A special meeting of the Faculty was held Thursday, February 9, 1984, 12:00 noon in the Fine Arts Building, Auditorium to receive the recommendation from EPC on the awarding of an honorary degree to Ms. Martha Layne Collins.

Ed Balog, on behalf of the Educational Policies Committee, moved that faculty approve EPC's recommendation to award an honorary degree of Doctor of Laws to Martha Layne Collins. A recommendation was made to add that the awarding of the degree be contingent upon Ms. Collins presence at the Commencement. Motion was seconded.

EPC's recommendation was based on the following information:

Ms. Collins attended Lindenwood for a year and is a 1959 graduate of the University of Kentucky. She was the recipient of the Outstanding Alumnus Award from the University of Kentucky College of Home Economics in 1980. In 1982, she received the Alumna Award from Lindenwood College. Also in 1980, she was awarded an honorary Doctor of Humane Letters from Pikeville College.

She taught in both junior high and senior high schools in Kentucky before entering politics. She has been active in Democratic party affairs as National Committeewoman from 1972-76; delegate to the Democratic National Convention in 1972, 1976, and 1980, and she will serve as Temporary Chair of the Democratic National Convention in 1984.

In November 1975, she was elected, in a state-wide race, Clerk of the Court of Appeals in the state of Kentucky. In November 1979, she was elected Lt. Governor, and in 1983, she was elected Governor of Kentucky, the only woman governor in the nation.

Motion carried.

Recommendation was made to hold the next faculty meeting in a room that is more suitable. The next faculty meeting, then, will be held in Cobbs Hall, Lounge.

Approved:

Jim Feely

Submitted:

Pam Saloun

Educational Policies Committee Minutes

Tuesday, February 21, 1984

Members Present: Jim Hood, Dar Eaton, Allen Schwab, Ed Balog, Vicki Frowine, Ann Canale, Edith Graber, John Nichols, Bob Peffers

Motion was made, seconded and passed to grant the following extensions of incomplete grades:

Tammy Jackson	MUS 101	until March 8
Marlise Jones	BFM 207	until March 1
Michelle Scott	BFM 207	until March 1
Carl Hartman	MBA 552	until March 15
Larry Anderson	MBA 530	until March 10
Larry Davidson	MBA 380	until March 10
Cheryl Smith	MBA 510	until March 14
Barrietta Killibrew	TA 101	until the Fall 1984 Term
John Rundell	HIS 393	until March 1
Alberta Lenoir	BA 102	until March 16
Jan Jenkins	MTH 106	until May 5
Carol Poole	ENG 350	until March 30
Phonda Al-Sheik	ENG 316	until March 30
Raub McKim	and ENG 206	until April 6
	TA 204	

On behalf of the Social Science Division, Edith Graber presented the Legal Studies minor proposal (attached). Motion was made seconded and passed to adopt the minor in Legal Studies as presented.

Prof. Tony Perrone attended the meeting to present the Humanities Division's recommendation to retain the Spanish and French majors. (See attached documentation). Ed Balog, Chairman of EPC, read a memorandum from Aaron Miller in response to the recommendations from the Humanities Division. After discussion of the issue, motion was made, seconded and passed to recommend the elimination of the French and Spanish majors.

On behalf of the Humanities Division, Bob Peffers presented to EPC a proposal for a BFA degree in Theatre. Motion was made, seconded and passed to adopt the BFA in Theatre as proposed..

Motion was made, seconded and passed to adopt the following new courses in Performing Arts:

MUS 165 Introduction to Music Literature (3) This course is designed to introduce students to the major forms, masterworks, and composers of Western art music. The approach will be by genre (i.e., symphony, opera, concerto, etc.) with specific attention to the major works in each rather than a chronological survey, and although a certain amount of elementary stylistic and formal analysis will be involved, the emphasis will be on listening skills. The one-semester course will be required of all music majors in the freshman year and will help to prepare them for more advanced work in Form

and Analysis and Music History classes. Because it will carry no prerequisites the course can also double as an appreciation class for non-majors who should be encouraged to enroll.

PHL 260 Philosophy of Law (3) The course is designed to deepen the student's understanding of the law as a social institution. The Philosophy of Law deals primarily with the relation between law and morality. The importance of these questions is easily illustrated by pointing out their relevance to law related social issues. Is there a clear distinction between what the law is and what it ought to be or do statements about what the law is themselves have normative force? Why and to what extent are people obligated to obey the law (civil disobedience)? How is justice related to the law (reverse discrimination and ERA)? Laws by their nature restrict freedom. What types of considerations justify these restrictions (paternalistic laws)? A penal institution is necessary for legal institutions to operate. What, if anything, justifies punishment - retribution, prevention, rehabilitation (capital punishment)?

Both contemporary and important historical attempts to deal with these and other issues will be read, discussed and critically evaluated. Students should acquire an understanding of the strength and weaknesses of alternative positions on the issues, an increased ability to evaluate such materials, and, ideally, a reasoned opinion of their own.

Motion was made, seconded and passed to reinstate the following courses which were dropped from the catalog:

ENG 347 Anti-Theatre in Earlier 20th Century Drama (3) A study of the Avant-Garde, Surrealist, Epic, and Absurd Theatre movements in terms of their plays, their various manifestos, and their aesthetic relationships to the cultures of Western Europe and America in the first half of the twentieth century. The class will read, discuss and write criticism of plays by authors ranging from Jarry, Cocteau and Artaud to Ionesco, Beckett, Genet and Albee.

FLG 211 German Composition and Conversation (3) Systematic grammar review and vocabulary building with readings, oral reports and written compositions on topics of current interest. Prerequisites, FLG 151, 152.

Motion was made, seconded and passed to approve the increase in credit hours from 3 to 4 for MUS 131/132 Theoretical Foundations of Music and MUS 231/232 Advanced Music Theory. These courses are required of all music majors and will meet four times per week.

Approved:

Submitted:

Pam Saloun

LEGAL STUDIES MINOR

Program Faculty: Edith Graber, Richard Ketchum, Richard Wier

Rationale: A minor concentration in Legal Studies is expected to have a salutary effect upon the academic preparation of students in several major fields of study, such as Business, Communications, Political Science, Public Policy Administration. Such an auxiliary area of study should strengthen the student's grasp of his/her major subject-area and better prepare him/her for both the work place and graduate study. This program is not, however, intended to prepare students for admission to schools of law, and program publicity will make that statement clearly.

Program Content: The Legal Studies minor will consist of a core requirement of three courses (9 semester hours), a second tier of courses from which two (6 semester hours) must be selected, and a third tier from which two courses (6 semester hours) must be selected. The schema for the program is as follows:

Core Courses: PHL 260: Philosophy of Law
PSC 306: The Supreme Court
prerequisite: PSC 155 or consent of instructor
SOC 230: Sociology of Law

Second Tier (at least two courses from among the following):
PSC 221/222: Classical/Modern Political Theory
PSC 296: Topics in Political Science: Civil Liberties
*PSC 305: Constitutional Law
*PSC 325: Congress and Policy-Making
*SOC 322: Deviance and Social Control

Third Tier (at least two courses from among the following):
BA 204: Business Law I
*BA 341: Business Law II
*MC 401: Mass Communications Law
*SOC 340: Topics in Sociology: Women and the Law, Consumer Law
*A three-semester-hour internship related to the subject

* All of the starred courses carry prerequisites; see catalogue

Internship opportunities exist in this field; guest speakers are readily available among practitioners of the law, judges, legislators.

Additional third-tier coursework may be developed in the way of modular courses on specific law-related topics, e.g., Children's Rights, Biblical Law, History of Common Law.

A course description for PHL 260: Philosophy of Law is attached.

PHL 260 - Philosophy of Law (3)

The course is designed to deepen the students' understanding of the law as a social institution. The Philosophy of Law deals with the relation between law and morality. The importance of these questions is easily illustrated by pointing out their relevance to law-related social issues. Is there a clear distinction between what the law is and what it ought to be or do statements about what the law is themselves have normative force? Why and to what extent are people obligated to obey the law (civil disobedience)? How is justice (or how should justice be) related to the law (reverse discrimination and E.R.A.)? Laws by their nature restrict freedom. What types of consideration justify these restrictions (Paternalistic laws)? A penal institution is necessary for legal institutions to operate. What, if anything, justifies punishment - retribution, prevention, rehabilitation (capital punishment)?

Both contemporary and important historical attempts to deal with these and other issues will be read, discussed and critically evaluated. Students should acquire an understanding of the strengths and weaknesses of alternative positions on the issues, an increased ability to evaluate such material and, ideally, a reasoned opinion of their own.

Possible Texts:

Philosophy of Law, Joel Feinberg and Hyman Gross, eds., 1980.

Legal Philosophies, J.W. Harris, 1980.

Philosophical Issues in Law, Kenneth Kipnis, 1977.

TO: E.P.C.

FROM: The Humanities Division

DATE: Feb. 17, 1984

RE.: Foreign Language Major

In recent months this institution has expressed concern regarding the viability of Major programs in departments where there is only one instructor to provide instruction in the major field of concentration.

In this regard, the Humanities Division, after considerable study recommends retaining the foreign language major even with the present minimum of one full time instructor in Spanish and one part time instructor in French.

I. Why It Is Important For Lindenwood College To Retain The Foreign Language Major In French And Spanish:

1. The foreign language major encourages our students to continue studying foreign languages beyond the beginning levels to the level of fluency in the language and mastery of the culture of the related countries and peoples.
2. The retention of the foreign language major is essential in order to provide the education students with a language program to be certified to teach foreign languages at the secondary level. With recently increased interest in requiring college bound students to have studied at least two years of foreign languages in high school, the demand for language teachers to staff the enlarged high school language programs will certainly be on the rise. (See attached sheet I for details).
3. The trend seems to be that today more and more colleges and universities are reintroducing the foreign language requirement not only for the B.A. degree, but also for the B.S. degree. As more students are exposed to foreign language study it is likely that interest in majoring in a foreign language will increase.
4. Since future students entering college would have had foreign language training, it is reasonable to suppose that many of them would want to improve and master their existing language skills. This would make the maintaining of a strong language program and the retention of the foreign language major a priority.
5. Many of the students that we are targetting for recruitment are full time resident students. Many of those will have had a foreign language background. If we want to retain them it is important that we offer them an advanced language program, strengthened by a foreign language major.

6. The credibility of our Liberal Arts program without a foreign language major will be jeopardized and our institution reduced toward the level of a Junior College.
7. There has been a reemergence of interest at the government level in foreign language study for the elementary, secondary and college levels. Representative Paul Simon (D. Illinois) has been in the forefron of this campaign. (See attached sheet II for details).
8. The language major is an important component of our academic program because it allows our students to pursue a double major in foreign languages. The double major will make our students more versatile, and as cases have shown, will enhance their chances to pursue successfully careers in areas of computer science, business, advertising, communication, government service and will aid them in graduate school where most advanced degrees require a working knowledge of a foreign language.

II. How The Foreign Language Major Can Be Strengthened:

(Add 1: a. and b. to the catalog list of "Requirements for the Major.")

1. Where there is only one faculty member in Major Language, six credit hours must be taken from other departments or from Study Abroad Programs.
 - a. Courses taken in other departments must include material related to the student's Major which will be treated in the original language under the guidance of the foreign language instructor. The following is a sample list of eligible courses: TA 201-202, History of the Theatre; ENG 207, World Literature; ENG 372, Modern Grammar; ENG 240, The Art of the Story Teller; ENG 278, The Literature of the Developing World; ENG 381, Short Fiction; ENG 382, Contemporary Poetry.
 - b. Courses taken in Study Abroad Programs must be equivalent to advanced language course offerings listed in the Lindenwood College catalog.
2. When hiring instructors for the college, consideration should be given to those candidates who have competency to teach a foreign language and another area, so that they can be offered joint appointments.
3. Efforts should be made to staff the Foreign Language Department with at least three full time faculty members.
4. The Foreign Language Department could participate in various Foreign Language Teaching Assistants Programs through which exchange instructors from countries where the Major's language is spoken can be invited to come for one academic year. Their duties would be to assist the department as teacher assistants;

as supervisors of the language lab and as directors of language clubs, language tables and other extracurricular activities. The cost to the institution would be negligible. (Room and board and a very small monthly stipend).

I. A Nation at Risk (National Commission on Excellence in Education. Apr. 1983).

Recommendation A:

"We recommend that state and local high school graduation requirements be strengthened and that at a minimum, all students seeking a diploma be required to lay the foundations in the Five New Basics by taking the following curriculum during their four years of high school: a) 4 years of English; b) 3 years of Math; c) 3 years of Science; d) 3 years of Social Studies and e) one year of computer science. For the College-bound, 2 years of foreign language in high school are strongly recommended in addition to those taken earlier." (p. 24)

"Achieving proficiency in a Foreign Language ordinarily requires from 4 to 6 years of study and should, therefore, be started in the elementary grades. We believe it is desirable that students achieve such proficiency because study of a foreign language introduces students to non-English speaking cultures, heightens awareness and comprehension of one's native tongue and serves the nation's needs in commerce, diplomacy, defense, and education." (p. 26)

II. Simon, Paul. Tongue-Tied Americans: Confronting the Foreign Language Crisis. Continuum, 1980.

In the above cited book Representative Paul Simon (D. Illinois) assesses the state of neglect that foreign language interest and study has reached at all levels of education, at a period when the opposite should be the case. He shows great concern about America's position as an economic, political and military power being endangered if this situation is allowed to continue. He suggests a series of sound proposals with which the current foreign language crisis could be remedied. One of the proposals that he advances is Federal legislation that has to be enacted to provide assistance and incentives to College and Universities to require more students to study foreign languages. This legislation would make the Federal government reimburse the institutions that would conform to specified guidelines up to 50% of the cost of foreign language instruction for each student enrolled in the language program.

20 February 1984

MEMORANDUM

To: C.E. Balog, Chairman, EPC

From: Aaron Miller, Dean of Faculty *gm*

On 17 February 1984, the Humanities Division voted to retain the undergraduate majors in French and Spanish. The vote apparently resulted from a discussion of the attached documents written and compiled by a subcommittee of the Division.

I find the arguments contained in these documents weak, at best, and I am asking the Educational Policies Committee to review the matter very carefully, and to do so at least in part upon the following considerations:

1. While I firmly believe that the study of foreign languages is an important component of higher education, and while I would be receptive to a foreign language requirement for all undergraduate students, I find nothing in the attached documents that addresses the educational principle of such study.
2. Several of the arguments offered in the attached documents constitute naked claims for trends in higher education without any data to properly clothe them (e.g., items 1, 3, 4, 6 and 8 under I).
3. Many of these arguments support the practice of offering foreign languages, but do not necessarily support the offering of majors in the subject.
4. None of these arguments addresses the educational principle that I cited when I first raised the issue with the EPC: that it is pedagogically unsound to offer a degree program in which all of the instruction is provided by one faculty member.

In connection with item 4 above, please note that the major in Spanish and French requires a minimum of 24 semester hours beyond the intermediate level of language training, and a minimum of 18 of those semester hours must be in "literature given in the foreign language." Item II, 1, a (sic) on page 2 of the attached documents provides no solution to the pedagogical problem cited above. Clearly, the literature courses referred-to could not be taught by other departmental faculty in the respective foreign languages, so what we would have would be a shadow operation in which a foreign language instructor would be teaching a course under someone else's name.

Foreign language instruction should continue, but until such time as enrollments in the subject justify additional faculty, we should not be offering the major in the subject.

THE B.F.A. IN THEATRE

AT LINDENWOOD

The B.F.A. program in theatre is designed for those acting, directing and stage management undergraduate majors who wish an intensive studio oriented program and are considering performing careers. It emphasizes studio classes and a methodology requiring direct teacher (coach)/student relationship. Since talent is a prerequisite to success, student auditions are mandatory for entrance into the program. Students must participate in a year's end evaluation each year, conducted by the entire theatre faculty. This evaluation will evaluate student's potential for a performance career. The major evaluation will occur at the end of the Sophomore year at which time students will either be accepted into the advanced company or be asked to withdraw from the program. At graduation students should be prepared to enter careers in the profession or compete for Conservatory or MFA positions.

The discipline required of a performing artist in theatre is intense. The educational process requires performance classes, actual performance and a solid grounding in a wide variety of traditional academic disciplines. The faculty in Performing Arts at Lindenwood believe that a values-oriented liberal arts orientation is fundamental to any theatre artist striving to reach his/her full potential. Therefore the requirements are designed to integrate liberal arts and performance courses.

Curricular Requirements

All B.F.A. candidates must fulfill major requirements, general requirements, and complete a 18 credit ^{MINOR} in an area selected in consultation with an advisor.

The major requirements are:

4 hours Theatre Practicum
6 hours Acting I & II
6 hours Introduction to Technical Production
3 hours Make-Up
3 hours Script Analysis
6 hours Directing I & II
6 hours Performing Arts History
12 hours Studio Performance
3 hours Dramatic Literature
3 hours Voice
6 hours Movement/Dance
58

The student will fulfill all college-wide general requirements for a B.A. candidate.

Extra-curricular requirements:

B.F.A. students are required to audition for all major season productions, attend all Company Meetings and Theatre strikes, accept a 4 - 8 hour weekly work commitment, and maintain a current resume in the departmental office.

John Nichols

FACULTY MEETING AGENDA

April 5, 1984

Fine Arts Building, Auditorium

1. Report of the President
2. Minutes of March 1, 1984
3. Elections - Nominations Committee
4. Report of Educational Policies Committee - Dr. Balog
5. Report of Faculty Council - Dr. Evans
6. Report of Dean of Faculty - Dr. Miller
7. Report of AAUP - Dr. Donovan
8. Business from the Floor
9. Announcements
10. Adjournment

Lindenwood College
St. Charles, MO 63301

Minutes
Meeting of the Faculty of Lindenwood College

March 1, 1984

The regular meeting of the Faculty of Lindenwood College was held Thursday, March 1, 1984, at 12:00 noon, in the Fine Arts Building, Auditorium.

Report of the President

There was no report.

Motion was made, seconded and passed to approve the minutes of the February 2 and February 9, 1984 faculty meetings.

Report of the Educational Policies Committee

On behalf of the Educational Policies Committee, Ed Balog, Chairman of EPC, moved to adopt the proposal for a BFA degree in Theatre. Motion was seconded and passed.

On behalf of the EPC, Ed Balog moved to eliminate the French and Spanish majors. At this time, Howard Barnett spoke in behalf of retaining the majors and referred to the additional information distributed before the meeting in support of this. A substitute motion was then made and seconded to request that the Educational Policies Committee try to restore and build the program rather than eliminate it.

A recommendation was made to refer this to a sub-committee of EPC as the appropriate body to review this.

At this time, a suggestion was made to refer this motion to an ad hoc committee rather than to EPC; this committee to consist of volunteers from the faculty at large. Motion was made and seconded to amend the substitute motion to include this recommendation.

Question was called for approval of the amendment. Motion carried.

To further clarify the amendment, this committee is to make their report to EPC by EPC's regularly scheduled meeting in April so that EPC can report it to the faculty at the May faculty meeting.

Motion carried as amended.

Volunteers were then requested. The members of the committee: Bob King, Howard Barnett, Tony Perrone, John Bornmann.

Dean Miller will call the first meeting of the group. Ed Balog informed the committee that EPC's regularly scheduled meeting in April is the 24th.

Report of Faculty Council

Jim Evans, Chairman of Faculty Council, reported that at the February 23 meeting, the Council reviewed the reappointment files of five first year faculty and made appropriate recommendations. Also at that meeting, the Council approved the sabbatical leave request for Dominic Soda for Spring 1985.

Prof. Evans reported that Faculty Council will be reviewing five promotion requests and two tenure requests at their next regularly scheduled meeting. He asked that all faculty who have requested promotion and/or tenure make sure their files are complete.

Report of the Dean of Faculty

Dean Miller reminded those faculty who will be teaching MBA courses, May and/or Summer courses, to please get their book orders in to the Bookstore.

Report of the AAUP

Jeanne Donovan, on behalf of AAUP, reported that every other year AAUP sponsors the Alice Parker lecture. Prof. Parker was the founder of the Lindenwood chapter of AAUP. The lecture, featuring Harriet Woods, will be held Friday, April 13, at 12:30 p.m., and is open to the public.

The next meeting of the AAUP will be Tuesday, March 6. The agenda will include a report on the proposed salary schedule.

Richard Rickert asked that faculty respond to the survey distributed that day concerning faculty development needs and return the survey to him.

Business from the Floor

Ray Scupin, on behalf of the Nominations Committee, announced that in accordance with the faculty By-laws, a new Nominations Committee must be elected at the March faculty meeting.

Nominations from the Nominations Committee:

Social Science Division: Becky Glenn
Liz Ammann

Humanities Division: Dick Ketchum
Ed Herendeen

Natural Science Division: Rao Ayyagari
Bill Tietjen

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

Elected: Becky Glenn
Dick Ketchum
Bill Tietjen

Announcements

Dean Miller reminded faculty of the Arts & Education Council fund drive. The deadline for donations is March 30.

John Wehmer announced that Jasmine will be on campus for a performance Thursday, March 8, beginning at 7:30 p.m., in Jelkyl Theatre.

Bob Hulett announced that the Business Department will hold a tax seminar if enough faculty are interested in attending. The time and place will be determined and faculty will be notified.

Nancy Polette announced that March 1 begins registration for the Lindenwood Campus School and Kindergarten.

Ann Canale asked faculty to suggest the peer tutor program to students who they feel would benefit from it.

John Nichols announced that he is now the Acting Athletic Director, and Ed Balog is Acting NAIA Representative. Prof. Nichols stated that currently they are working on establishing athletic guidelines for Lindenwood.

Richard Rickert announced that on Saturday, March 17, LCIE will present a Colloquium entitled "The Importance of Human Communication" featuring Alfred Fleishman. The discussion, beginning at 10:00 a.m., will be held in Young Hall.

Wanita Zumbrunnen announced that on Friday, March 9, beginning at 7:00 p.m. in the Cardy Reading Room of the Library, the Griffin Society will sponsor a "Creative Happening."

John Wehmer announced that on Friday, March 9, Janet Berlo, Assistant Professor of Art History at the University of Missouri, will give a lecture and slide show on quilts and molas. The lecture will be held in the Hendren Gallery beginning at 4:00 p.m.

Ann Canale announced that the peer tutors are sponsoring a seminar entitled "Is There Life After College?" The seminar will feature speakers who will discuss profession alternatives for college majors. The seminar will be held Wednesday, April 4, from 2:30-4:30 p.m. in the Cardinal Room.

In response to a question, Dr. Miller said he would notify the student government officers of each faculty meeting so they may send a representative to attend.

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

Approved:

Jim Feely

Submitted:

Pam Saloun

Lindenwood College
St. Charles, MO 63301

Minutes
Special Meeting of the Faculty of Lindenwood College
March 29, 1984

A special meeting of the faculty of Lindenwood College was held Thursday, March 29, 1984, at 12:00 noon, in the Fine Arts Building-Auditorium, to provide faculty with a preliminary perspective on the North Central Association's accreditation visit to Lindenwood April 2-4.

Before this discussion, Dr. Aaron Miller made the following announcements:

1. Honor's Day will be Monday, April 16, 3:00 p.m., in Jelkyl Theatre. Those departments making awards were asked to provide that information to the Dean of Faculty's office as soon as possible.
2. Pre-registration for the Fall 1984 Term will be held April 9-20. Faculty were asked to encourage their students to pre-register.
3. On April 6, from 2:30-4:30 p.m., in the Cardinal Room of the cafeteria, the peer tutors will sponsor a panel presentation and discussion entitled "There's Life After College." Students and faculty are encouraged to attend. Faculty were asked to excuse any student from their classes who wishes to attend this program.

Jim Hood explained to the faculty Lindenwood's preparation for the accreditation visit, North Central's review and recommendation procedures and the final closing procedure involved in the accreditation process. The members of the visiting team are:

Dr. Charles Keffer, Chairman
Provost and Vice President for Academic Affairs
College of St. Thomas, St. Paul, Minnesota

Dr. Elizabeth Blake, Academic Dean
University of Minnesota-Morris
Morris, Minnesota

Sister Mary Brennan Breslin
Vice President for Business Affairs and Treasurer
Mundelein College, Chicago, Illinois

Dr. Todd Bullard, President
Bethany College, Bethany, West Virginia

Dr. George Thompson
Elbert Fausett Professor of History
Hendrix College, Conway, Arkansas

Dr. Hood encouraged faculty to make themselves available during this time, as the visiting team may wish to sit in on classes or talk with individual faculty.

Approved:

Jim Feely

Submitted:

Pam Saloun

Educational Policies Committee Minutes

Thursday, March 29, 1984

Members Present: Ed Balog, Jim Hood, John Nichols, John Applebaum, Bob Peffers, Vicki Frowine, Edith Graber, Arlene Taich, Ann Canale

Motion was made, seconded and passed to approve the following new course in Business Administration with the stipulations that (1) BA 222 cannot be considered a substitute for MTH 150: Intro to Computing, and (2) credit cannot be given for both MTH 150 and BA 222:

BA 222 (3) Programming in Basic for Business Application

This course is designed to give the student a working knowledge of the Basic language. This is the language used by many micro and mini computers that are being used by small business and in the home.

Prerequisite: Intro to Data Processing, Flowcharting (helpful)

Motion was made, seconded and passed to approve the following new courses in Biology.

BIO 106 (1) Modern Topics in Biology

Topics of current interest in biological research to be discussed by both students and faculty. Various areas of biology will be selected on a rotational basis. Prerequisites: Any 100 level Biology course or permission of instructor.

BIO 224 (3) Animal Behavior

(This is a slightly revised description of an existing course.) Physiology, ecology and evolutionary aspects of animal behavior are explored. Special emphasis is placed on innate (genetically programmed) behavior rather than learned behavior. Topics will include the evolution and ecology of human behavior. The laboratory is open and students are expected to perform a series of behavioral experiments. Prerequisite: a lower-level course in Biology and consent of instructor. Lab fee required.

BIO 317 (4) Molecular Biology

A course which deals with the fundamental roles of nucleic acids and proteins. The molecular basics of the genetic code and gene expression will be examined with special emphasis on current recombinant DNA and RNA technology. Laboratory experiments will focus on plasmid vector systems and bacterial genes to provide basic experience in molecular cloning. Prerequisite: BIO 208, BIO 316. Lab fee required.

BIO 227 (4) Human Anatomy and Physiology I

A study of the structure and function of human organ systems. Emphasis is on the integumentary, skeletal, muscular, nervous, sensory, and circulatory systems. Laboratory exercises include dissection, neuromuscular physiology and sensory physiology. Lab fee.

EPC Minutes
page two

BIO 228 (4) Human Anatomy and Physiology II

A study of the structure and function of Human organ systems. Emphasis is on the respiratory and endocrine systems, energy acquisition and metabolism, homeostasis, renal functioning and reproduction. Laboratory exercises include topics from each of the above units. Lab fee.

BIO 329 (3) Advanced Physiology

(This is a modified description of existing course.) Physiological principles of normal body function are examined. Special emphasis is placed on pathophysiology and the relationship to homeostatic mechanisms operating at all levels from chemical events to organ system functions. Prerequisites: BIO 227, 228, CHM 140.

Motion was made, seconded and passed to approve the Graduate Certificate Program in Gerontology in LCIE as submitted by the Social Science Division. (see attached copy)

Approved:

Ed Balog

Submitted:

Pam Saloun

10 March 84

Proposal for the Adoption of the

GRADUATE CERTIFICATE IN GERONTOLOGY

Rationale

Increasingly gerontology is attaining prominence as an area of study in colleges and universities across the land. Pragmatically, there is good reason for an interest in aging and the elderly. At this time, 12 percent of the U.S. population is 65 years of age or older, and within this segment of the population it is the cohort of "old elderly" that is increasing most rapidly. These demographic realities have important implications for many arenas of American life including health care, housing, transportation, education, social service delivery, politics, economics and marketing strategies.

Currently, most practicing gerontologists received their training in the trenches. Increasingly, however, formalized gerontological education and credentialing are being required of individuals employed in industries and agencies serving older adults. At the same time, colleges and universities which provided such education have allowed their previously government subsidized gerontology institutes to fade away as the external funding was exhausted. Therefore, the need is intensifying for a high calibre comprehensive gerontology curriculum.

Lindenwood College has provided both a graduate and undergraduate program in gerontology since 1980. In the last four years our gerontology curriculum has matured and received acclaim from practitioners in the metropolitan area. In addition, we provide related and integrated programs in health administration, counseling psychology, art therapy and hospice care. In short, for the degree oriented person we have a rather broad based program that is able to meet most practice and research needs.

We do not, however, serve the non-degree orientation which is a fairly substantial need. Until recently, the needs of the elderly were served by non-gerontologists or individuals without a specifically designated gerontology credential. As the focus in the service industry becomes more sharply aimed at the elderly, agencies, businesses and funding entities are beginning to require personnel to have formal credentialing in gerontology. Many practitioners already have graduate degrees and the prospect of seeking a second graduate degree is foreboding, particularly in a field in which salaries are likely to be lower than average. Thus, there is both a need and audience for gerontology certificate programs. I, therefore, propose the adoption of a Graduate Certificate in Gerontology.

PROGRAM OVERVIEW

The existent MA in Gerontology program calls for three trimesters (27 s.h.) of coursework and one trimester of thesis (9 s.h.). The proposed Graduate Certificate in Gerontology requires the same three trimesters of coursework, however, there is no thesis requirement. The clusters are as follows:

- | | |
|---------------|--|
| Trimester I | Sociology of Aging/Psychology and Psychopathology in Aging/
Physiology and Pathology in Aging (9 s.h.) |
| Trimester II | Social Policy and Social Provision for the Elderly/
Mechanisms of Social Change (9 s.h.) |
| Trimester III | (Variable topic according to student's practice orientation)
Frequent selections include but are not limited to: Comparative
Counseling Techniques; Networking and Family Support Systems; |

Research Methods and Survey Techniques for Research on
Elderly Populations; Ethnicity and Religiosity in Aging;
Fundraising and Management of Not For Profit Agencies;
Housing Management-Government Subsidized and Proprietary.

ADMISSION REQUIREMENTS

Admission to the graduate certificate program will be identical to other graduate admissions in LCIE. Prospective students will apply to the graduate program, provide evidence of completion of an undergraduate degree, present an autobiographical statement as a writing sample and for advising purposes, produce three letters of recommendation from outside references, and prepare a Program Overview delineating the cluster content for the entire certificate program. Students will be admitted through recommendation by the LCIE faculty to the Graduate Admissions Committee and the latter committee's approval.

Tuition for certificate students will be the same as all other graduate students in the LCIE program, currently \$165 per hour. Certificate students will be integrated into the ongoing graduate clusters where appropriate and will be evaluated in a manner identical to that of degree oriented students. Upon completion of the 27 semester hour program, the certificate will be awarded and the student transcript will be so annotated.

John Nichols

FACULTY MEETING AGENDA

May 3, 1984

Fine Arts Building, Auditorium

1. Report of the President
2. Minutes of April 5 and April 12, 1984
3. Candidates for Degrees - Ms. Eaton
4. Report of Educational Policies Committee - Dr. Balog
5. Report of Faculty Council - Dr. Evans
6. Report of Dean of Faculty - Dr. Miller
7. Report of AAUP - Dr. Donovan
8. Report from Admissions - Ms. King-Watts
9. Business from the Floor
10. Announcements
11. Adjournment

Lindenwood College
St. Charles, MO 63301

Minutes
Meeting of the Faculty of Lindenwood College

April 5, 1984

The regular meeting of the Faculty of Lindenwood College was held Thursday, March 1, 1984, at 12:00 noon, in the Fine Arts Building, Auditorium.

Report of the President

President Spainhower reported to the faculty that the North Central Association team has recommended full accreditation with a focused visit scheduled in three years to review three areas of concern:

1. Lindenwood's financial situation
2. An increase in the residential population
3. A mission statement that includes all that Lindenwood is doing

Dr. Spainhower stated that the visiting team was very complimentary of the faculty and the board of directors. He extended a special "thanks" to Jim Hood for his work with the North Central team.

At this time, Dr. Spainhower introduced Mr. Jerry Rufkahr, Director of Conferences and Administration.

Larry Elam gave a detailed presentation of the finalized budget for 1984-85.

Motion was made, seconded and passed to approve the minutes of the March 1 and March 29 faculty meetings.

Elections

Elections were held for the 1984-85 faculty committees:

Faculty Council

Nominated: Rebecca Glen
Lynn Moore

Educational Policies Committee

Nominated: Moheb Seif El-Nasr
Jeanne Huesemann

Academic Resources

Nominated: Elizabeth Ammann
Ann Canale
Mike Castro
Bob Hulett
Niki Juncker
Jack Kirk

Admissions and Financial Aid Committee

Nominated: Daryl Anderson
Diane Denney-Myers
Vicki Frowine
James Swift

Lectures & Concerts Committee

Nominated: Richard Rickert
Rao Ayyagari
Nancy Fleming
Nancy Polette
Alan Shiller

Nominations from the floor: Mike Castro
Jim Wilson

Athletic Committee

Nominated: John Bornmann
Janice Czaplá
Robert King
Hans Levi

Nominations from the floor: Arlene Taich
Jean Fields

Special Terms Committee

Nominated: Solon Chervitz
Richard Ketchum
Rao Ayyagari
John Nichols
Jim Wong

Nominations from the floor: Liz Ammann
Jim Feely

Academic Grievance Committee

Nominated: Ed Balog
Howard Barnett
Ray Scupin
William Tietjen

Nominations from the floor: Jeanne Donovan
Ann Canale

Faculty/Board Liaison Committee

Nominated: Bob Peffers
Jim Wilson

Nominations from the floor: John Wehmer
Ed Balog

College Judicial Board

Nominated: Dean Eckert
Dominic Soda
Arlene Taich

Nominations from the floor: Richard Wier
Alan Shiller

College Life Advisory Council

Nominated: Jeanne Donovan
Jean Fields
Suze Sueoka

Due to the length of the budget presentation, motion was made and seconded to adjourn the meeting after Announcements. Faculty will meet next Thursday, April 12, 12:00 noon, to complete the unfinished business. Results of the committee elections will be announced at that time. Motion carried.

Announcements

John Wehmer reminded faculty of the Alice Parker lecture Friday, April 13 at 12:30 p.m. The lecture will feature Harriet Woods. Prof. Wehmer also asked that faculty distribute posters advertising the lecture.

Miriam King-Watts announced that the VIP Weekend is scheduled for April 7 & 8. A schedule of events will be distributed and faculty were encouraged to participate in those events.

AAUP will not hold its regularly scheduled meeting due to the luncheon with Dr. Harrison. AAUP will hold a meeting April 27 as a combined April/May meeting.

Aaron Miller announced that the President has placed an emphasis on pre-registration for the Fall 1984 Semester. He has asked that he be supplied with information on which students have pre-registered, which have not, and the reasons for failure to pre-register. Information on this will be coming to faculty in mail soon.

Jim Wilson informed faculty of the KCLC fund-raiser currently going on. There will be an open house at the radio station Sunday, April 8 from 2-8 p.m. As of this time, KCLC has received \$3,000 in pledges; with matched funds and in-kind contributions the total is \$5,500.

Bob Peffers announced that the Performing Arts graduate students are holding a cabaret Saturday, April 9, beginning at 8:00 p.m. He encouraged faculty to buy tickets. The students are raising money to renovate FAB 101 into a student studio theatre.

Allen Schwab asked faculty to come to his office to sign up for the luncheon with Dr. Anna Harrison.

Meeting adjourned at 1:30 p.m.

Approved:

Jim Feely

Submitted:

Pam Saloun

Lindenwood College
St. Charles, MO 63301

Minutes
Special Meeting of the Faculty of Lindenwood College

April 12, 1984

A special meeting of the Faculty of Lindenwood College was held Thursday, April 12, 1984, at 12:00 noon, in the Fine Arts Building, Auditorium, to complete unfinished business from the April 5 faculty meeting.

Report of Educational Policies Committee

Ed Balog, on behalf of the EPC, moved to adopt the Graduate Certificate Program in Gerontology, as submitted by LCIE. Motion was seconded and carried.

Discussion was held concerning the similarity between MTH 150 and the new course approved by EPC: BA 222. Ed Balog, Chairman of EPC, clarified that the BA 222 was passed with the stipulations that it was not interchangeable with MTH 150 and could not satisfy any General Education requirements.

Suggestion was made to change the MTH 150 course to be more useful to computer applications for other academic areas.

Motion was made and seconded to arrange an ad hoc committee, to include a member from each department interested, to review existing computer course structures and develop new applications to these course structures.

At this time, Nancy Polette, on behalf of the Academic Resources Committee, suggested that the Academic Resources Committee serve as the base committee with the addition of those department members to serve for this purpose.

Motion carried. Prof. Polette then reported that the Academic Resources Committee will be meeting Thursday, April 19, 12:30 p.m. in the Night Owl Nook.

Report of Faculty Council

Jim Evans, Chairman of Faculty Council, reported that on March 8, the Council made appropriate recommendations concerning two tenure requests and two promotion requests. Also at the March 8 meeting, Faculty Council passed a motion to recommend to the President further reductions in the campus school and kindergarten tuition for faculty and staff.

At the March 10 meeting, Faculty Council made appropriate recommendations concerning 3 promotion requests. Faculty Council also has interviewed the candidates for the position of Chairman, Business Administration, and made their recommendation.

Prof. Evans reported that the committee to develop the faculty manual, Solon Chervitz, Arlene Taich, and Dean Eckert, have completed the first draft. It is hoped that the manual will be available to faculty by the May meeting.

On behalf of Faculty Council, Jim Evans recommended that emeritus status be granted to Prof. Allegra Swingen.

Report of Dean of Faculty

Aaron Miller announced that Fulbright Lectureship Awards information for 1985-86 is available in the Dean of Faculty's Office for any faculty member interested.

Dean Miller reported that James Groppi will be coming to Lindenwood Wednesday, April 18, to give a lecture entitled Public Conscience and Civil Disobedience.

Dr. Miller then announced to the faculty that he has resigned his position as Provost and Dean of Faculty, effective July 31, 1984.

Report of AAUP

Jeanne Donovan, President of the Lindenwood Chapter of AAUP, thanked the faculty for their cooperation with AAUP in conducting their survey. The results of that survey indicated that the top four concerns are:

1. A reduced teaching load to 24 hours for 1984-85
2. Greater resources for the Library
3. Re-establishing the sabbatical leave policy
4. Financial support for faculty development

Prof. Donovan announced that on April 27, AAUP will hold a combination April/May meeting. The agenda will include the election of officers.

Prof. Donovan reminded the faculty of the Alice Parker Lecture, featuring Harriet Woods, Friday April 13, 12:30 p.m., in Sibley Chapel.

Business From the Floor

Becky Glenn, on behalf of the Nominations Committee, announced the results of the elections held at the April 5 meeting.

Faculty Council

elected: Becky Glenn

Educational Policies Committee

elected: Moheb Seif El-Nasr

Academic Resources

elected: Ann Canale
Mike Castro
Niki Juncker

Admissions and Financial Aid
elected: Daryl Anderson
Vicki Frowine

Lectures and Concerts
elected: Nancy Fleming
Nancy Polette

Athletic Committee
elected: John Bornmann
Janice Czaplá

Special Terms
elected: Richard Ketchum
John Nichols
Liz Ammann

Academic Grievance Committee
elected: Ed Balog
Ray Scupin

Faculty/Board Liaison Committee
elected: Ed Balog

College Judicial Board
elected: Dean Eckert
Dominic Soda
Arlene Taich

College Life Advisory Board
elected: Jean Fields
Suzi Sueoka

Discussion was held concerning the annual faculty dinner. Motion was made, seconded and passed to have the dinner Friday, May 18.

Announcements

Jeanne Huesemann announced that Glenda Schaeffer had contacted her to ask that she urge faculty to contribute baked goods to Mrs. Sibley's Attic Sale to be held Saturday, April 28. The proceeds of this sale will go to the Lindenwood Alumni Club.

Dean Eckert announced that the Association of Fine Arts will sponsor a lecture by Thomas Lotton on Sunday, April 29. The lecture, entitled "Charles Lang Freer ---the Man and His Museum," will follow a reception and luncheon in Ayres Dining Hall. Tickets are available for \$7.50.

Daryl Anderson asked for donations of clay pots for the greenhouse.

Jim Wilson announced that he has 170 Linden tree saplings left over from the KCLC Fund Raiser. He is making them available to faculty for \$1.00.

Nancy Fleming announced that the Women's Ensemble will give a special concert Sunday, April 15, beginning at 7:00 p.m. in Sibley chapel. On Tuesday, April 17, beginning at 7:00 p.m., the voice students will present a recital also in Sibley Chapel.

Lynn Moore announced that the Golden Scissors Award will be held at Plaza Frontenac April 29, beginning at 3:00. She also announced that a Lindenwood student will be entering this year. Tickets are available for \$8.00; contact Lynn Moore.

Jim Evans announced that Lindenwood students Margaret Cook and Nancy Bridges won second place in a research competition sponsored by the Missouri Psychological Association. The students are coauthors of a research paper concerning a pet therapy program for senior citizens.

Nancy Polette announced that seven more students are needed for the kindergarten. She asked that faculty inform people that may be interested.

Ann Canale announced that on Thursday, April 19, at 12:30 and 7:30 p.m., the Peer Tutors will sponsor a workshop entitled "How to Study for Finals." On April 13, the CAP Center will sponsor an open house for faculty from 4:00 - 6:00 p.m.

Dean Eckert announced that the Annual Student Art Show is currently on exhibit in the gallery.

There being no further business, meeting adjourned at 1:30.

Approved:

Submitted:

Jim Feely

Pam Saloun

Educational Policies Committee

Tuesday, April 24, 1984

Members Present: Vicki Frowine, Ann Canale, Edith Graber, Jim Hood, Ed Balog, Allen Schwab, Arlene Taich, John Nichols

Ed Herendeen attended the meeting in place of Bob Peffers. Tony Perrone and Bob King attended the meeting as members of the ad hoc committee for the foreign language program.

Tony Perrone, on behalf of the ad hoc committee for the foreign language program, presented to EPC the recommendation, with supporting materials, for the retention of the Spanish major and the suspension of the French major.

After discussion of the ad hoc committee's recommendation, motion was made and seconded to accept their recommendation to retain the Spanish major and suspend the French major, with the provision that the proposal be sent back to the Humanities Division to deal specifically with two issues raised by EPC:

1. change FL 101-102 to a 4 hour course rather than the 3 or 4 hour variable, with uniform applicability to the Bachelor of Arts and Bachelor of Science degrees
2. eliminate FL 212; combine the content of FL 212 into FL 211

This proposal to become effective Fall 1985. Motion carried.

Approved:

Ed Balog

Submitted:

Pam Saloun