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1986

## Lindenwood College Faculty Meeting Minutes, 1986-1987

Lindenwood College

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*John Nichols*

FACULTY MEETING AGENDA

August 25, 1986

Young Hall 111, 10:00 a.m.

Please note Time and Place of this first Faculty Meeting

1. Approval of Minutes of the May 1, 1986 Faculty Meeting
2. Report of the President and Introductions - Dr. Spainhower
3. Remarks - Dr. Keck
4. Committee Elections - Nomination Committee
5. Organization of the Faculty
  1. Time and Place of Meetings
  2. Election of Treasurer
6. Report of the Dean of Faculty - Dr. Keck
7. Report of the General Education Committee - Dr. Anderson
8. Report of AAUP - Dr. McMahon
9. Business from the floor
10. Announcements
11. Adjournment

Lindenwood College  
St. Charles, MO 63301

Minutes  
Meeting of the Faculty of Lindenwood College

May 1, 1986

The regular meeting of the Faculty of Lindenwood College was held Thursday, May 1, 1986, at 11:45, in the Cardinal Room, Ayres Cafeteria.

Dr. Spainhower welcomed to the meeting Dr. Daniel N. Keck and his wife Marilyn Keck. Dr. Keck will assume his new position as Vice President for Academic Affairs and Dean of Faculty for Lindenwood College on July 15.

Faculty Committee Elections

Faculty Council - Jan McMahon, Wanita Zumbrunnen  
Educational Policies - Ed Balog  
Academic Resources - John Dooley, Richard Rickert, Jean Taylor  
Special Terms - John Wehmer, John Dooley, Ray Scupin  
Admissions and Financial Aid - Bill Tietjen, Jim Wilson  
Lectures and Concerts - Rao Ayyagari, Jean Taylor  
Athletic Committee - Jan Czapla, Wanita Zumbrunnen  
Faculty Board Liaison - Edith Graber  
Academic Grievance - Moheb Nasr, Ray Scupin  
Budget Review - Bob King  
College Life Advisory - Bruce Longworth, Dominic Soda  
College Judicial Board - Suzi Sakahara, Mira Ezvan, Solon Chervitz

An updated, complete list of the committees will be distributed to the faculty in September.

Report of Faculty Council

Jeanne Donovan reporting for Solon Chervitz, Faculty Council Chairman, called for a vote on two issues.

Motion was made, seconded, and passed to amend the By-Laws by changing the membership of the existing academic grievance committee to include two graduate students when graduate grievances are to be heard.

Motion was made, seconded, and passed to grant emeritus status to Jeanne Huesemann.

Report of Dr. Bornmann

Dr. Bornmann reviewed the history of the Crider Pre-Health Professional Scholarship Fund. The fund, established by Dr. Bornmann in 1985, is named for Dr. Russell J. Crider, a former member of the Board of Directors, and is used for scholarships for students in pre-professional programs, such as pre-medical, pre-dental, pre-optometry, and pre-veterinary.

Faculty Minutes, May 1, 1986

Dr. Bornmann issued a challenge to the faculty to help him raise funds for the scholarships. He stated that he would contribute \$1.00 for every \$2.00 contributed by the faculty up to a maximum of \$500.

In response to Dr. Bornmann's challenge, Dr. Spainhower stated that, if the faculty reached the \$500 goal, he would make a personal contribution of another \$500 which, along with Dr. Bornmann's contribution, could provide up to \$1,500 of scholarship assistance for pre-professional students.

#### Report on Saturday Campus

Dr. James Swift reported on the proposed Saturday Campus. A hand-out was provided to the faculty which detailed the goals, purpose, and curricula of the program. Classes will begin this fall and will thereafter follow the trimester schedule.

#### Report on Admissions

Miriam King-Watts, Dean of Admissions, reported on the freshman applicants for the fall. A hand-out was provided that gave the available statistics and a breakdown of the sources of application and geographic distribution, major analysis, and college admission test scores.

#### Report of General Education

Dr. Anderson reported that the General Education Committee wanted to meet with the faculty before classes start in the fall. It was agreed that Dr. Anderson would meet with Dean Taich and Dean Hood to discuss General Education as a topic for the Faculty Retreat.

#### Business From the Floor

Motion was made, seconded, and passed to adopt the minutes of April 3, 1986, as distributed.

The faculty picnic will be held May 13, at 6 p.m., in the President's garden.

Approved:

Jim Feely

Submitted:

Helen Mayden

#### Announcement

Written report from Faculty Council for August 25, 1986 meeting - Faculty Council met with and interviewed two candidates for the vocal music position. A recommendation was made to the administration.

*John Nichols*

FACULTY MEETING AGENDA

October 1, 1986, 2:00 p.m.

Young 111

1. Approval of Minutes of the August 25, 1986 Meeting
2. Report of the President - Dr. Spainhower
3. Report of the Dean of Faculty - Dr. Keck
4. Report of the Scholarship Committee - Jim Wilson
5. Report of General Education Committee - Dr. Anderson
6. Report of AAUP - Dr. Graber
7. Business from the floor
8. Announcements
9. Adjournment



Lindenwood College  
St. Charles, MO 63301

Minutes  
Meeting of the Faculty of Lindenwood College

August 25, 1986

The opening meeting of the Faculty of Lindenwood College was held Monday August 25, 1986, at 10:00 a.m., in Young 111.

Report of the President

Dr. Spainhower announced that he had designated Dr. Keck to preside over faculty meetings while reserving the right to conduct the meetings himself when appropriate.

The minutes of the May 1, 1986, faculty meeting were approved as distributed.

Dr. Spainhower stated that the job description and title of the chief academic officer has changed. The title will be Vice President for Academic Affairs and Dean of Faculty. Dr. Keck, who will be serving the college under this title, will be in charge of the total academic program. In addition to the academic departments, the following offices will report to Dr. Keck: Admissions, Library, Registrar, Evening College/LCIE, and College Life.

Dr. Spainhower presented Professor Jean Fields, who was chosen Professor of the Year at Lindenwood, with a check for \$500. He stated that had he been the one making the decision, Jean Fields would have been his choice as well and that Professor Fields deserved accolades both as a person and as a professor. He continued by stating that the check was to encourage Professor Fields in the preparation of her lecture and that the other half of the \$1,000 stipend would be forthcoming after the lecture.

Speaking further about the Year of the Professor, Dr. Spainhower listed a number of physical improvements and changes the college hopes to make this year. After the tuckpointing is completed on Roemer Hall, renovation will begin on the classrooms. One room, Roemer 223, has already been redecorated with new paint and small louvered blinds. The Alumni Council provided the materials and labor to re-do the room, which serves as a model of what can be done and, Dr. Spainhower stated, may encourage other groups to sponsor a room. Another change that is planned for this year is the establishment of a faculty lounge on the lower floor of Sibley. Dr. Spainhower said that he looked forward to this Year of the Professor and felt that the institution is blessed with a faculty of "good heart."

Remarks of Dr. Keck

Dr. Keck began his remarks by stating that he was honored to have been selected for the position and appreciative of the confidence and trust bestowed upon him by those involved in the selection process and the Lindenwood community.

In presenting his educational philosophy, Dr. Keck stated that he was committed

Faculty Minutes, August 25, 1986

to academic excellence and that all of the educational programs that we offer should be of high quality. The primary criteria in the consideration of a new program or in the review of an existing program should be whether we have the resources to do it well.

Dr. Keck listed among his priorities for the coming year a desire to learn about the institution, its people, and their hopes and concerns. A second priority is the development of a strategic planning process which will look ahead to where the college wishes to be in five or ten years. This will include the preparation of a carefully thought out mission statement. A new General Education program, the work of the Task Force on Residential Life, Admission goals, and grant development, Dr. Keck believes, are critical to strategic planning and are also among his priorities for the year.

Dr. Keck ended his remarks with a brief statement regarding his administrative style. He stated that he is committed to a consultative style in making decisions. He intends to be approachable but warned that his accessibility may be limited for awhile. He requested that the faculty try to make appointments well in advance except for immediate concerns.

#### Election of replacements for vacancies on faculty committees

Jim Swift was elected to fill the vacancy on Faculty Council.  
Mira Ezvan was elected to fill the vacancy on the College Life Advisory Committee.

#### Faculty Meetings

Motion was made, seconded, and carried that faculty meetings will be held the first Wednesday of every month at 2:00 p.m., in Young 111.

#### Report of the Treasurer

Dr. Bornmann gave the Treasurer's report.

Balance on hand as of August 30, 1985	\$711.81
Income during year (dues)	205.00
Interest	43.33
Expenditures	239.90
Balance on hand as of August 30, 1986	720.24

Dr. Bornmann declined to serve as treasurer for another year.  
John Wehmer was elected treasurer by acclamation.

Motion was made, seconded, and passed for faculty dues to remain \$5.00.

#### Report of the Dean of Faculty

Dr. Keck introduced Kristana Weiler who will be teaching Choral Music and private voice for the Performing Arts Department.

#### Report of General Education

Dr. Anderson thanked the participants of the faculty retreat for considering and discussing the General Education models. The committee hopes for a December deadline for submitting a proposal.



Faculty Minutes, August 25, 1986

Report of AAUP

Officers for AAUP for the coming year are as follows:

President - Edith Graber

Vice President - Jim Evans

Secretary - Allen Schwab

Treasurer - Jean Taylor

Announcements

Dr. Balog announced that EPC will be meeting at 2:00 p.m. on the third Wednesday of every month.

Solon Chervitz announced that Faculty Council will be meeting at 2:00 p.m. on the second Wednesday of every month and the fourth Wednesday if needed.

Dr. Bornmann extended the deadline on his challenge to the faculty to participate in the Crider Scholarship fund until the end of the calendar year.

Michael Castro announced Jack Buechner, candidate for congress, will be speaking on campus September 17. He stated that invitations had also been extended to Young, Woods, and Bond.

Ann Canale announced that the All-College Reading List books are in the bookstore.

She requested that faculty direct students, who are having difficulty in their coursework, to apply at the CAP Center for a Peer Tutor. The Writing center will continue this year, and tutors will be available at the library to help students on a drop-in basis.

Dr. Spainhower announced that he is appointing a committee to draft a sex discrimination and harassment policy. Included on the committee will be two faculty members, two administrators, and two staff members.

Motion was made, seconded, and passed for adjournment.

Approved:

Submitted:

Jim Feely

Helen Mayden



Educational Policies Committee Minutes

Wednesday, September 17, 1986

Members Present: Ed Balog, Dan Keck, Jan Czapla, Jim Hood, Moheb Nasr, Jim Wilson, John Bornmann, Sally Sears, Allen Schwab, Ann Canale

Dr. Balog convened the meeting.

Dr. Balog was elected EPC Chairperson by acclamation.

The following members of EPC were elected to represent EPC on faculty committees.

Academic Standards - Jim Wilson

Academic Resources - Moheb Nasr

Special Terms - Jim Hood

Dr. Bornmann was elected to represent EPC on the newly formed Performing Arts Review Committee.

Motion was made, seconded, and passed to approve the extension of an incomplete for Kristen Schurter in Art 181-Beginning Photography until the end of the Fall 1986 semester. Due to Hans Levi's sabbatical, Ms. Schurter will need to complete the work with one of the adjunct photography instructors.

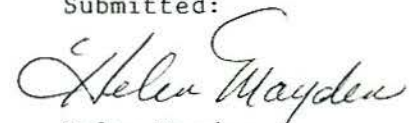
The petitions for extension of incompletes for Mohammad Amin (Math 321) and David Eichenauer (MBA 510) were tabled. The committee will meet Wednesday October 1, at 1:40 p.m. to make a decision, after additional material pertaining to the incompletes has been reviewed.

There being no further business, motion was made, seconded, and carried for adjournment.

Approved:

  
Ed Balog

Submitted:

  
Helen Mayden

## Report of Faculty Council

The first meeting was held on Sept. 10. Officers elected for this year are: Chairperson, Jeanne Donovan; Vice-chairperson, Wanita Zumbrunnen; Secretary, Bill Tietjen.

Council also elected Jim Evans to serve as its representative on the Administrative Budget Planning Committee.

Meetings will be held on the second Wednesday of each month at 2:00 p.m. in .

In upcoming meetings Council will be reconsidering the process of faculty and course evaluation and adjustments in the salary scale. Contact one of your Council members if you have ideas or concerns.

*John Nichols*

FACULTY MEETING AGENDA

November 5, 1986, 2:00 p.m.

Young 111

1. Approval of Minutes of October 1, 1986
2. Report of the President - Dr. Spainhower
3. Report of the Dean of Faculty - Dr. Keck
4. Report of Faculty Council - Dr. Donovan
5. Report of EPC - Dr. Balog
6. Report of General Education - Dr. Anderson
7. Report of AAUP - Dr. Graber
8. Announcements
9. Adjournment



Lindenwood College  
St. Charles, MO 63301

Minutes  
Meeting of the Faculty of Lindenwood College  
October 1, 1986

The regular meeting of the Faculty of Lindenwood College was held Wednesday, October 1, 1986, at 2:00 p.m., in Young 111. Dr. Daniel Keck presided.

The minutes of August 25, 1986 were approved as distributed.

Report of the Dean of Faculty

Dr. Keck introduced Robin Cruz, who will be teaching Mathematics this year.

Dr. Keck announced that Professors Groff Bittner and Niki Juncker will be serving as co-chairpersons for the Performing Arts department.

Dr. Keck announced that a review committee has been established to examine the future directions and structure of the Performing Arts programs. The members of the committee are Groff Bittner, Niki Juncker, Howard Barnett, Ann Canale, a representative from Humanities, and John Bornmann (representing EPC). Dr. Keck stated that the committee would begin meeting within the next week or two and, hopefully, be ready to present recommendations by the Thanksgiving break.

The Board of Overseers has established a Faculty Support Committee. The Board is interested in providing support to the faculty in a variety of ways. The committee will explore some of these ways and will serve as a means of communication between the members of the Board and the faculty. Dr. Keck stated that the faculty needs more visibility in terms of accomplishments and activities. He will be requesting information from each of the faculty regarding the courses they teach, special interests, community service, etc.

The President's Council has been discussing Strategic Planning. Details will be provided later in written form concerning the committees that are being established and a list of issues that need to be addressed.

Report of the President

Dr. Spainhower announced the resignation of the Vice President for Finance, George Tilden. A search will be instituted with an advertisement in the Chronicle. The president stated that the administration will move as quickly as possible to fill the position but will search for the best possible candidate. Dr. Spainhower will serve as Acting Vice President until someone is found.

Dr. Spainhower reported that a check for \$30,000 has been received from the trust of Ruth Gladys Campbell Billings. It has been set aside in hopes that it can be used for renovation.

Dr. Spainhower reported an enrollment of 442 full-time day students for Fall 1986. There are 189 new students, which represents an approximate increase of 15% as compared to last year. The undergraduate evening enrollment is 244. Last fall the evening enrollment was 331. Some of the evening students may have enrolled in the Saturday Campus. Part of the reduction in numbers is due

to the cancellation of the contract with Deaconess and the Wentzville GM students switching to another college.

Report of the Scholarship Committee

Jim Wilson reported that there are 475 students receiving scholarships and/or financial aid this fall (some are part-time students). There will be 122 new student scholarships for Fall 1987. Each major will have one scholarship awarded and the department will have a part in choosing the recipient. Larry Sackman will be forwarding more information to the departments about this later.

Report of General Education

Dr. Anderson reported that the Committee has been considering the responses received from the faculty at the Faculty Retreat. A memo listing three questions will be forwarded to the divisions. The Committee requests that the divisions consider these questions and respond as soon as possible. The questions are (1) What does your division think it should offer in terms of General Education and what does your division think other divisions should offer? (2) What does your division think of writing across the curriculum? (3) What does your division consider the difference between a B.S. and a B.A.?

Report of AAUP

Two of the officers of AAUP were listed incorrectly in the August 25 minutes. The secretary is Jean Taylor and the Treasurer is Allen Schwab. Dean Linda Soloman of the College of Arts and Sciences at Washington University will give a presentation October 22. Her talk will address current curricular trends throughout the country. The presentation will be open to all faculty and administrators directly concerned with academia.

Dr. Evans stated briefly some of the TIAA-CREF retirement plan statistics. Any one who wishes further information may call Dr. Evans.

Announcements

Alan Shiller reported that there is a critical shortage of lecterns in Roemer.

Tony Perrone asked if anything had been done about the ditto machine in the Print Center. Dr. Keck replied that the matter was under consideration.

Dr. Keck read a note from the niece of Marian Rectern thanking everyone for the memorial gift made in her aunt's name.

Ann Canale announced that Dr. Warren Bryan Martin will be speaking on campus October 29. The presentation will be sponsored by the Board of Overseers and the Lindenwood Alumni Association in celebration of the Year of the Professor. Dr. Martin's speech will be entitled "This College, The Liberal Arts, and These Professors."

Approved:

Submitted:

Jim Feely

Helen Maiden



Educational Policies Committee Minutes

Special Meeting - Wednesday, October 1, 198

Members Present: Dan Keck, Sally Sears, Jim Wilson, Ed Balog, John Bornmann,  
Moheb Nasr, Jim Hood

There was a special meeting of the Educational Policies Committee to consider the following extensions of incompletes:

Approved:	Mohammad Amin	Math 321
Approved:	Mohammed Amin	Comp Sci 408
Approved:	David Eichenauer	MBA 510

The petition for an extension from Glen Stephenson was tabled until further information can be obtained.

Regular Meeting of EPC - Wednesday, October 15, 1986

Members Present: Jim Hood, Jan Czapla, Sally Sears, Ed Balog, Dan Keck, Ann Canale, Moheb Nasr, Allen Schwab, Jim Wilson, Niki Juncker(guest)

Dr. Balog opened the meeting by asking for consideration of a proposal from the Performing Arts department to renumber and restructure their course offerings. After discussion, motion was made, seconded, and passed to refer the matter to the newly established Performing Arts Review Committee.

Dr. Keck presented for consideration several options concerning the May and Summer term. After discussion, motion was made, seconded, and passed to recommend suspending the May term for 1986 and beginning the Summer term(s) on June 8.

After discussion, motion was made, seconded, and carried that new course numbers assigned by department chairs need to be done in consultation with the Registrar before submission to EPC.

Jim Wilson was elected to serve as EPC representative to the Institutional Strategic Planning Committee.

It was agreed that material to be considered by EPC should be submitted and distributed with the minutes.

It was suggested that an effort be made to coordinate the requests faculty receive for academic progress reports on their students.

A petition on the behalf of Linda Geremia for the extension of an incomplete was denied.

Approved:

Submitted:

  
Ed Balog

Helen Mayden



John Nichols

FACULTY MEETING AGENDA

December 3, 1986, 2:00 p.m.

Young 111

1. Approval of Minutes of November 5, 1986
2. Report of the President - Dr. Spainhower
3. Report of the Dean of Faculty - Dr. Keck
4. Report of Faculty Council - Dr. Donovan
5. Report of General Education - Dr. Anderson
6. New Business
7. Announcements
8. Adjournment

Lindenwood College  
St. Charles, MO 63301

Minutes  
Meeting of the Faculty of Lindenwood College  
November 5, 1986

The regular meeting of the Faculty of Lindenwood College was held Wednesday, November 5, 1986, at 2:00 p.m., in Young 111. Dr. Daniel Keck presided.

The minutes of October 1, 1986 were approved as distributed.

Report of the President

Dr. Spainhower reported that Lindenwood will be teaching classes again at General Motors in Wentzville beginning in January.

Dr. Spainhower reported that the search for a Vice President for Finance has reached the point of bringing individuals on campus for interviews. He requested that the faculty members of the Budget Review Committee (Jim Evans and Bob King) participate in the interviews.

Dr. Spainhower spoke briefly on the cost accounting system; i.e., the internal charges by the Print Center, Computer Center, Bookstore, visit of maintenance to offices and classrooms, etc. He stated that all purchases that can be made on campus should be, and that requisitions to purchase materials or services from off campus will be routinely turned down if they can be purchased on campus.

Dr. Spainhower reminded everyone of the events scheduled on campus for the holiday season, the Christmas Carol play, the Madrigal Dinners, and the Christmas Walk.

Report of the Dean of Faculty

Dr. Keck reported that our womens soccer team will be allowed to participate in the play-offs.

Dr. Keck distributed a hand-out that listed the statistics on retention of freshmen and transfer students, both residents and commuters, for the years 1983 through 1985. He stated that one important feature of a retention system is a procedure by which students who might be leaving the college are identified. He noted that the early registration and deposit policy should be helpful in this regard. Also under consideration is an early warning system to help pinpoint when a student has problems or is planning to leave the College. Two surveys are planned which are related to the retention issue: a survey of current students about what they perceive as the strengths and weaknesses of the institution, and a survey of students who have already left the College. He stated that retention is the responsibility of all areas of the College and that all need to work together.

The question was asked whether we can help students who can't get larger loans. Dr. Keck replied that information needs to be brought to him on a case by case basis and that he will consult with Larry Sackman.

Report of Faculty Council

Dr. Donovan reported that Bill Tietjen has been selected to represent Faculty Council on the Institutional Strategic Planning Committee.

Faculty Council has been considering the faculty and course evaluation form and will be making recommendations soon.

Report of EPC

Dr. Balog asked that department chairs please follow the process outlined in the October EPC minutes regarding the numbering of courses; i.e., that they need to renumber courses in consultation with the Registrar before submitting them to EPC.

After discussion, motion was made, seconded, and passed to suspend the May term for 1987 with the Summer term beginning June 8 with possible four, six, and eight week courses.

Report of General Education

Dr. Anderson reported that the committee still hopes to bring a proposal to the faculty for the December meeting, at least for discussion, and for a possible vote at the February meeting. She stated that the committee still needed more input on Writing Across the Curriculum and the difference between a B.A. and B.S. degree.

Report of AAUP

Dr. Graber reported that a salary task force had been appointed. The next meeting of AAUP will be Tuesday, December 2, at 12:00.

Announcements

Dr. Bornmann announced that there was still a tax advantage for contributors to the Russell Crider Scholarship fund. He stated that the scholarships are for students in any major.

John Wehmer called for any outstanding faculty dues to be paid.

Approved:

Submitted:

Jim Feely

Helen Mayden



## RECOMMENDED CHANGE IN BY-LAWS

### B. Admissions and Financial Aid Committee

#### 1. Membership

- a. Six faculty members, three elected and three appointed (including representatives from all divisions) to serve in staggered two year terms.
- b. The Dean of Admissions, the Director of Financial Aid, the Registrar, the Vice President of Academic Affairs, the Dean of College Life, the Dean of the Evening College and the College of Individualized Education, and the Coordinator of the Preceptor Program as ex officio members with vote.
- c. Two students, one elected by the student body or appointed by the Lindenwood Student Government and one appointed by the Admissions and Financial Aid Committee to serve for one year terms.

#### 2. Duties

- a. To assist the Admissions Office and to coordinate recruitment efforts of departments and divisions.
- b. To review and make recommendations to the President and the Vice President of Academic Affairs, policies concerning admissions standards, scholarships and other types of financial aid for students.
- c. To hear appeals concerning admission, scholarship and financial aid decisions and to make recommendations concerning such to the Dean of Admissions and the Director of Financial Aid.
- d. To review individual cases that require special consideration in the admissions and financial aid process.
- e. To determine research needs in the area of admissions and financial aid and to work with the Office of Research and Planning to ensure that the appropriate data-gathering and research activities are conducted and the results made available to the appropriate faculty committees and administrative offices.

To: The Faculty

From: Daniel N. Keck  
Dean of Faculty

Re: Revised Mission Statement

As you may be aware, Lindenwood College will have a focused evaluation visit from the North Central Association of Colleges and Schools in February. The visit will focus on (1) the College's financial condition; (2) its mission statement; and (3) its success in rebuilding its residential population.

North Central's concerns about the present mission statement are twofold. First, it does not reflect the diversity of the academic programs offered by the College, and, secondly, it says nothing about our residential character.

In an effort to respond to these concerns, I have revised the current mission statement. In doing so, I have attempted to include all of the central points included in the existing statement and, wherever possible, to use the same wording. Responses to North Central's concerns are contained in the second and third paragraphs of the revised mission statement, a copy of which is attached.

After consultation with Ed Balog, the Chairperson of EPC and Jim Hood, the North Central Self-Study Coordinator, I have decided to submit the revised mission statement directly to the faculty for consideration. In part, this is a result of time pressure (the self-study report must be mailed in January). It also is a result of our collective judgment that the revised mission statement is not substantively different than the present one.

I will speak to this issue further at the faculty meeting.



## REVISED MISSION STATEMENT

Lindenwood College is an independent, liberal arts college with a covenantal relationship with the Presbyterian Church. It is committed to the values inherent in the Judaeo-Christian tradition and believes in the importance of a value-oriented education for all of its students.

The College offers a wide range of undergraduate majors, both in the disciplines of the traditional liberal arts and sciences and in career-oriented areas. Its distinctive and flexible educational programs, offered in both traditional and innovative formats, are designed to meet the individual needs of a diverse student body which includes both traditional and non-traditional college-age students. The College also offers a number of graduate programs which are intended to meet the needs of working adults in the St. Louis metropolitan area.

Lindenwood College, founded in 1827, has a distinguished tradition as a residential college and its alumni have strong ties with their alma mater. The College appreciates the support of her graduates and seeks to foster and preserve the spirit of the campus experience through alumni activities. Today, the College continues to offer a strong residential life program in the belief that the residential experience can contribute significantly to the academic and personal development of its students.

The College affirms its commitment to the principles of a liberal arts education and to the development of the whole person. To these ends, we seek to

- introduce students to the abiding values, knowledge, skills, and issues that shaped great cultures and civilizations and, in this context, to nurture the process whereby an individual acquires useful guidelines for determining responsible decisions and actions;
- encourage students to develop their capacities for examining, evaluating, and understanding themselves and others, as well as their relationship to their environment;
- encourage an understanding of the intellectual disciplines and creative endeavors that have served humanity throughout history;
- provide a variety of educational experiences through which students acquire information and abilities relevant to their chosen area of life-work;
- develop within students a critical awareness of the impact of scientific, technological, economic, literary, political, artistic, and social-scientific developments;
- promote respect of persons for each other, understanding of divergent views, ethical and intellectual integrity, empathy, a concern for justice and an appreciation of life-enhancing activity;
- prepare individuals for continuing their self-education and for engaging in rewarding work and service;
- foster responsiveness to social issues and concerns which face the local, national and world communities; and
- encourage the work-service experience as part of the learning process and as a valuable dimension to a liberal arts education.



As a community, encompassing students, faculty, administrators, staff, alumni, and friends of Lindenwood College, we are dedicated to a spirit of open and earnest inquiry and of dialogue among disciplines, to academic freedom and to personal responsibility, and to high academic standards and the pursuit of excellence. We are a community marked by collegiality, a genuine concern for one another, and a desire to be of service to the larger community of which we are a part.

*John Nichols*

FACULTY MEETING AGENDA

February 4, 1987

Young Hall 111

1. Approval of Minutes of December 3, 1986
2. Report of the President - Dr. Spainhower
3. Report of the Dean of Faculty - Dr. Keck
4. Report of Faculty Council - Dr. Donovan
5. Report of EPC - Dr. Balog
6. Report of General Education - Dr. Anderson
7. New Business
8. Announcements
9. Adjournment

Lindenwood College  
St. Charles, MO 63301

Minutes  
Meeting of the Faculty of Lindenwood College  
December 3, 1986

The regular meeting of the Faculty of Lindenwood College was held Wednesday, December 3, 1986, at 2:00 p.m., in Young 111. Dr. Daniel N. Keck presided.

The minutes of November 5, 1986 were approved as distributed.

Report of the President

Dr. Spainhower reported that Mr. Kenneth Musbach has been appointed Vice President for Finance. Dr. Spainhower added that he hoped that faculty would not hesitate to take problems concerning the Business Office directly to Mr. Musbach.

Dr. Spainhower announced that insurance choices were being offered again. A letter will be sent by Mr. Musbach regarding this matter.

The President's Council has decided not to have an all-employee Christmas party this year. Various groups are welcome to have their own parties.

Report of the Dean of Faculty

Dr. Keck shared his reflections on his first semester here at Lindenwood. His overriding impression was of the commitment and dedication of the faculty.

Report of Faculty Council

Dr. Donovan moved the adoption of the recommended change in the By-Laws regarding the Admissions and Financial Aid Committee. The motion carried. The faculty elected Jim Wilson and Bill Tietjen to remain on the Committee for two year terms. Liz Ammann was elected for a one-year term.

Dr. Donovan reported that the Dean of Faculty has requested Faculty Council to provide a priority list of staffing needs for 1987-88. The following list is in alphabetical order and, items are of equal importance:

Communications (one position)  
English (one position)  
Mathematics (one position upgraded from Visiting to full-time faculty)  
Performing Arts (change the number of Visiting positions to reflect more full-time positions--based upon the report from the Performing Arts Review Committee)  
Philosophy (one position)



### Report of General Education

Dr. Anderson gave a brief report on the status of the General Education Proposal. There will be a special meeting of the faculty on Wednesday, January 21, at which time the Committee will offer explanation of the various components of the proposal. The Committee plans to meet with the divisions between January 21 and February 4, then bring the proposal to the February 4 regular faculty meeting for resolution.

### New Business

Dr. Keck read the portion of the North Central report concerning the Mission Statement, then presented the revised statement for vote. Motion was made, seconded, and carried to adopt the revised statement and to recommend to the Board of Directors that it be approved.

### Announcements

The faculty were invited to submit articles and reports for the various Lindenwood publications.

Dr. Spainhower announced that the Bookstore will be moving to Niccolls, and the Student Center will be where the Bookstore is now. The move is scheduled to take place before the students return for the Spring Semester.

There being no further business, the meeting adjourned at 3:25 p.m.

Respectfully submitted by Helen Mayden

Approved by Jim Feely

## Report of Faculty Council

- 1) Faculty Council has established a sub-committee to secure information and make proposals in the area of "fringe" benefits. The members are: Ray Scupin and Jim Evans. Please direct your concerns and recommendations to Ray or Jim.
- 2) BY-LAW CHANGE TO BE VOTED ON AT FACULTY MEETING

The Athletic Committee has asked for a change in the term for the two elected members. At present the Athletic Committee is composed of two faculty members elected at large, one appointed member, and an NAIA representative. All terms are for one year.

MOTION: that the term for the members elected at large be changed to staggered two year terms.

If the above motion is approved, we will vote to select one of the current faculty members to complete this academic year (1 yr. term) and one to complete this year and remain for next year (2 yr. term). The current elected members are: Wanita Zumbrunnen and Jan Czapla.

Educational Policies Committee Minutes

December 12, 1986

Present: John Bornmann, Moheb Nasr, Dan Keck, Sally Sears, Jim Hood, Allen Schwab, Ed Balog, Audrey Meyer, Ann Canale, Jim Wilson, Arlene Taich, Jan Czapla

Motion was made to accept SC 229: Intercultural Communication as a general education Humanities course. The motion did not carry.

A proposal was brought to EPC by Dr. Keck recommending that LCIE, Saturday Campus, and Evening College be put on the quarter calendar. It was the consensus of the Committee that investigation should be made into the possibility of a calendar that would allow the Fall Quarter to fall within the Fall Semester and the Winter Quarter to fall within the Spring Semester.

There being no further business the meeting was adjourned. The next meeting will be held January 28.

Educational Policies Committee Minutes

January 28, 1987

Present: Arlene Taich, Jim Hood, Moheb Nasr, John Bornmann, Audrey Meyer, Sally Sears, Dan Keck, Ann Canale, Ed Balog, Jan Czapla, Jim Wilson, Allen Schwab

Motion was made and seconded to recommend the proposed Academic Calendar to the faculty for approval. The motion carried.

Motion was made, seconded, and passed to approve the proposed renumbering of courses by the Performing Arts Department.

Information regarding a Freshmen Seminar Proposal was submitted to the Committee by Dr. Keck. The proposal was developed by Dr. Schwab, Dean of College Life, and was refined with the help of John Dooley, Ray Scupin, and Dan Keck. It was the consensus of the Committee that specific course proposals should be submitted to the divisions.

Information regarding the status of the internship program was brought to the Committee by Dr. Keck. It was agreed that a form should be developed for use by students who are applying for internships.

Motion was made, seconded, and carried that Tina Lanius should be allowed to graduate with 116 hours.

There being no further business the meeting was adjourned.

Respectfully submitted by Helen Mayden



Special Meeting of the Faculty  
January 21, 1987

A special meeting of the faculty was called at the request of Dr. Daryl Anderson, Chairperson of the General Education Committee. The purpose of the meeting, stated Dr. Anderson, was to clarify the various components of the proposal and to initiate serious input and recommendations.

The following issues and suggestions were raised:

1. A question was raised about the use of the word "compulsion" in the first paragraph of the Introduction (p.4).
2. It was suggested that item 9 in the list of assumptions (p.3) should be rewritten and, in particular, the term "skills" be more adequately defined.
3. An objection was raised as to the "vagueness" of the Cross-Cultural courses and the Senior Seminar.
4. The question was raised whether any students would elect to take twelve hours of Foreign Language as opposed to six hours of Cross-Cultural courses. One suggestion was that the Cross-Cultural requirement be raised to twelve hours also.
5. The question was asked whether or not an equivalent course can be transferred in to fulfill a General Education requirement.
6. It was suggested that the core sequence in Science would be difficult to transfer as individual classes.
7. Concern was expressed as to whether the Mathematics Concept course would be accepted in transfer to another institution if Lindenwood does not allow any transferred course to count for Concepts.

The Committee will be meeting with the divisions to hear specific problems.

There being no further business, the meeting adjourned at 3:30 p.m.

Respectfully submitted by Helen Mayden

Approved by Jim Feely

*John Nichols*

FACULTY MEETING AGENDA

March 4, 1987

Young Hall 111

1. Approval of Minutes of February 4, 1987
2. Report of the President - Dr. Spainhower
3. Report of Faculty Council - Dr. Donovan
4. New Business  
Election of Nomination Committee
5. Announcements
6. Adjournment

Lindenwood College  
St. Charles, MO 63301

Minutes  
Meeting of the Faculty of Lindenwood College  
February 4, 1987

The regular meeting of the Faculty of Lindenwood College was held Wednesday, February 4, 1987, at 2:00 p.m., in Young 111. Dr. Daniel N. Keck presided.

The minutes of December 3 and January 21 were approved as distributed.

Report of the President

Dr. Spainhower reported that, in addition to Dr. Keck, who has been presiding at recent faculty meetings, Vice Presidents Ken Musbach and Jerry Rufkahr will also be attending faculty meetings and will be available for questions regarding their areas.

President Spainhower announced that the College has received an unrestricted \$100,000 donation from Ray Harmon (brother of Jeanne Huesemann). With Mr. Harmon's approval Dr. Spainhower will recommend to the Executive Committee that it be used for capital improvement. He stated that, hopefully, it will be a seed fund for building renovation.

In reply to a question, Dr. Spainhower reported that enrollment is down for the Spring semester.

Report of the Dean of Faculty

Two new faculty members were introduced by their department chairs. Jim Wilson, from Communications, introduced Marcia Gukes, and Arlene Taich, Dean of LCIE, introduced Nancy Higgins.

Dr. Keck spoke briefly in recommendation of the quarter calendar for the Evening College and LCIE. He cited as the critical issue for approving the quarter calendar the improved marketability of the programs.

Dr. Keck also recommended approval of the General Education Proposal. He stated that, while the proposal might not be any of the committee's "ideal" proposal, it was one that all of the members can feel comfortable with. It is one in which the individual components fit together in a reasonable way and is a balance between the traditional liberal arts curriculum and what is currently needed by students in the 21st century.

Report of Faculty Council

Dr. Donovan moved that the By-Laws be amended to reflect a term-length change for the elected members of the Athletic Committee. The motion was seconded and passed. Motion was made to elect by lot the two current members to serve the revised terms. Jan Czaplak will serve for two years and Wanita Zumbrunn will serve for one.



## Report of EPC

Dr. Balog, as chair of EPC, moved that the proposed quarter calender for Evening College, Saturday Campus, and LCIE be adopted.

Dr. Donovan moved to amend the motion: only the Saturday Campus and LCIE would change to the quarter system; Evening College and the graduate Education program would remain on semesters.

Dr. Henderson moved to amend the amendment: only the Education undergraduate and graduate programs would remain on semesters; the Evening College, Saturday Campus, and LCIE would move to the quarter system.

Motion was made to table the entire recommendation. The motion was defeated.

Motion was made to amend the proposal to eliminate LCIE, Evening College, Saturday Campus, and off-campus programs as participants in the General Education portion of the curriculum. Motion to amend was ruled out of order.

Motion was made that the question be called. The motion as amended carried: beginning Fall 1987 Evening College, Saturday Campus, and LCIE will change to quarter terms; undergraduate and graduate Education will remain on semesters.

Motion was made, seconded, and passed to adjourn until 2:00 p.m. next week, February 11, at which time the agenda of February 4 will be continued.

## Announcements

Dr. Gene Henderson thanked the faculty for the flowers sent in memorial of his mother.

Correction to the minutes of January 21: item 1 should read (p.4.).

Respectfully submitted by Helen Mayden

Approved by Jim Feely

Lindenwood College  
St. Charles, MO 63301

Minutes  
Special Meeting of the Faculty of Lindenwood College  
February 11, 1987

A special meeting of the faculty of Lindenwood College was held to continue the agenda of February 4, 1987. Dr. Daniel N. Keck presided.

Dr. Daryl Anderson, Chairperson of the General Education Committee, thanked the Committee for their diligence and hard work. She then presented the proposal and moved that the duly recognized members of the faculty adopt the proposal and that it be put into place for Fall 1987. The motion was seconded.

Motion was made to amend the proposal to eliminate item 8 on page 6, the Senior Seminar. The rationale was that the Senior Seminar should be an optional course offered by divisions as a part of majors but not as a general education requirement. The motion carried.

Motion was made to amend the proposal to replace item 5 (p.9) with a three hour Concepts of Mathematics course and one additional Mathematics course to be selected from the catalog listing of Mathematic and Computer Science offerings. The motion carried.

Dr. Ann Canale, Chairperson for the Humanities Division, moved to amend item 7 of the proposal to change the number of hours required to complete the foreign language option from twelve to six. The amendment would give students the option of choosing six hours of foreign language or six hours of cross-cultural courses. Motion was made to amend the amendment to clarify the wording of the foreign language option. The six hours must be in the same foreign language at the appropriate level. The amendment as amended carried.

Motion was made to strike recommendation 6 (which was an addendum to the original recommendations). The recommendation allows for college credit to be offered for previous foreign language study. The motion failed.

The question was called and the General Education Proposal (with the approved amendments) was adopted unanimously.

New Business

Motion was made to ask EPC to study ways of preventing students from taking lower level courses in areas where they are already proficient. The motion passed.

Announcements

There will be a presentation March 5 in the Night Owl Nook on Dr. Anderson's trip to Guatemala.

Respectfully submitted by Helen Mayden

Approved by Jim Feely



Educational Policies Committee Minutes

February 18, 1987

Present: Ed Balog, Jim Hood, Ann Canale, Jan Czapla, Moheb Nasr, Jim Wilson, Arlene Taich, Dan Keck, Sally Sears

1. Incomplete extensions were approved for:

Kathleen Nickens	BA 210, Bob King
Saeed Al-Ameri	HUM 210, Ann Canale
Joe Arnold	ENG 312, Suzi Sakahara
Brad Bruggeman	ENG 312, Suzi Sakahara
Celia Angel	ENG 312, Suzi Sakahara
Krista Kracke	ENG 312, Suzi Sakahara

All of the above are extended to the end of the Spring semester, May 9, 1987.

2. Credit for previous academic work

EPC was asked by the faculty to consider recommendation # 6 of the new general education requirements. It was felt that if a policy is to be set, it should be applied uniformly and not just to foreign language. Most members felt that giving credit automatically for preceding courses on completion of higher level coursework would be awkward and difficult to apply to many disciplines. The consensus was that credit by proficiency exam was a better solution. Ann Canale remarked that the English department has a policy that students could not be exempted from English Composition. However, the Committee felt that a department could set whatever standards it wished for a proficiency exam and while it might be unlikely that most students would be allowed proficiency credit in English Composition, the opportunity should still exist.

Motion: Students can receive credits for any undergraduate classroom-based course offered by the College by passing a comprehensive proficiency examination administered by the department chair. The prevailing per-semester-hour fee will be charged for credit earned by proficiency examination. While there is no limit to the number of credits which might be earned by proficiency, such credits would not be considered credits taken in residence. Motion carried.

3. 42-hour rule

Sally Sears reported that in a review of undergraduates completing degree requirements in December 1986, over three-fourths had not met the rule requiring 42 semester hours to be taken at the upper-division level.

Consensus of the Committee was that the 42-hour rule should stand, but that Dean Keck should ask the department chairs to review their majors and course numbers to determine why students are having difficulty meeting this requirement.

It was also recommended that we would expect the graduating class of 1989 to be in compliance with the 42-hour rule.



#### 4. Implementation of the General Education requirements

- a.) Course descriptions for all general education courses must be approved by divisions and submitted to EPC for the March 18 meeting. (The deadline for submission of catalog copy will be extended to March 20.)

Jim Hood suggested that a more complete description than just a catalog description should be provided for any general education course. This should include expectations, writing requirements, material covered, texts used, etc.

- b.) EPC was charged by the General Education Committee with establishing a standing sub-committee to oversee the general education requirements. Jim Hood, Moheb Nasr, and Jim Wilson were appointed to write a proposal for a sub-committee for submission to Faculty Council. It is expected that the sub-committee would be established and functioning by the beginning of the Fall semester.
- c.) Departments will be asked to nominate up to two courses from their discipline to be used as cross-cultural specialty courses. These must be submitted to EPC for approval at the March 18 meeting.
- d.) Departments which wish to offer a degree option other than the BA will also be asked to submit their proposals at the March 18 meeting.
- e.) Ann Canale asked if students will be given the option of choosing between old and new requirements. Dean Keck stated that current policy does not provide for this option; a student remains under the requirements of his or her catalog of entry unless an individual exception has been granted.

Since some of the current general education courses (Hum 210, Bio 101, Bio 102, Chm 101, Chm 102) will only be offered for one more year, Dean Keck intends to notify all currently enrolled students that they should take these classes next year if they have not done so.

#### 5. Maximum hours allowed in a major

Jim Wilson reported that he had looked at the different majors and found a very wide range of hours allowed. Dean Keck was asked to request department chairs to report on their own majors so EPC could review this question. Dean Keck suggested that perhaps more uniformity would be achieved by having all degrees be Bachelor of Arts degrees, with other degrees offered at departmental option.

There being not other business, the meeting was adjourned at 3:25.

# LINDENWOOD COLLEGE FACULTY AND COURSE EVALUATION

Your responses to this questionnaire will be used by the department and instructor for possible course reevaluation and by the administration for possible retention and promotion decisions.

1. Please assess the instructor's presentation of the course material. You may consider the following: the format and pace of the course, the readings and other teaching materials, the nature of the student work load, the methods of grading, and the instructor's enthusiasm.

2. Did the instructor stimulate your intellectual curiosity in this and related subjects and encourage you to think for yourself? Did you feel free to ask questions, express opinions, and engage in discussions?

3. Please assess your own involvement with and participation in the course.

Your Major	Instructor/Title	Your Address	Course Number	Course Title	Section Number
1-3-0	1-3-1	1-3-2	1-3-3	1-3-4	1-3-5
1-3-6	1-3-7	1-3-8	1-3-9	1-3-10	1-3-11
1-3-12	1-3-13	1-3-14	1-3-15	1-3-16	1-3-17
1-3-18	1-3-19	1-3-20	1-3-21	1-3-22	1-3-23
1-3-24	1-3-25	1-3-26	1-3-27	1-3-28	1-3-29
1-3-30	1-3-31	1-3-32	1-3-33	1-3-34	1-3-35
1-3-36	1-3-37	1-3-38	1-3-39	1-3-40	1-3-41
1-3-42	1-3-43	1-3-44	1-3-45	1-3-46	1-3-47
1-3-48	1-3-49	1-3-50	1-3-51	1-3-52	1-3-53
1-3-54	1-3-55	1-3-56	1-3-57	1-3-58	1-3-59
1-3-60	1-3-61	1-3-62	1-3-63	1-3-64	1-3-65
1-3-66	1-3-67	1-3-68	1-3-69	1-3-70	1-3-71
1-3-72	1-3-73	1-3-74	1-3-75	1-3-76	1-3-77
1-3-78	1-3-79	1-3-80	1-3-81	1-3-82	1-3-83
1-3-84	1-3-85	1-3-86	1-3-87	1-3-88	1-3-89
1-3-90	1-3-91	1-3-92	1-3-93	1-3-94	1-3-95
1-3-96	1-3-97	1-3-98	1-3-99	1-3-100	1-3-101



For each statement please check the response which best expresses your assessment. It is extremely helpful if you add explanations for your choices.

1. The instructor communicated:
  - a. In a clear and understandable manner
  - b. In a somewhat clear and understandable manner
  - c. In a somewhat confusing manner
  - d. In a thoroughly confusing manner
  
2. The instructor's knowledge of the subject matter appeared to be:
  - a. Very good
  - b. Adequate for the course
  - c. A bit shaky
  - d. Poor
  
3. The instructor seemed genuinely concerned for the students' understanding of the material.
  - a. Almost always
  - b. Most of the time
  - c. Occasionally
  - d. Rarely
  
4. The instructor seemed well prepared for class meetings.
  - a. Almost always
  - b. Most of the time
  - c. Occasionally
  - d. Never
  
5. In general, this class met for the full time allotted.
  - a. Almost always
  - b. Most of the time
  - c. Occasionally
  - d. Rarely, if ever
  
6. The instructor missed class without explanation or proper notice.
  - a. Very often
  - b. Often
  - c. Seldom
  - d. Never
  
7. Overall, I would rate this instructor as:
  - a. Above average
  - b. Average
  - c. Below average

Instructor						Semester/Year				Your Major							
Course Title						Course Number				Your Advisor							
Freshman	Sophomore	Junior	Senior	Graduate	Other	Cumulative Grade Point Average											
						3.5-4.0	<input type="checkbox"/>	3.0-3.4	<input type="checkbox"/>	2.5-2.9	<input type="checkbox"/>	2.0-2.4	<input type="checkbox"/>	Less	<input type="checkbox"/>		
Day	Evening	Elective	Required	Class Attendance		Grade you expect											
Class	<input type="checkbox"/>	Class	<input type="checkbox"/>	Class	<input type="checkbox"/>	Absences	0-5	<input type="checkbox"/>	5-10	<input type="checkbox"/>	10 or more	<input type="checkbox"/>	A	B	C	D	F



John Nickel

FACULTY MEETING AGENDA

April 1, 1987

Young Hall 111

1. Approval of Minutes of March 4, 1987
2. Report of Faculty Council - Dr. Donovan
3. Report of EPC - Dr. Balog \*
4. Unfinished Business  
Motion Re: Math Requirement - Hans Levi
5. New Business
6. Announcements
7. Report of Dean of Faculty - Dr. Keck
8. Adjournment

NOTE: Please bring the copy of the Course Evaluation form that was attached to last month's agenda.

\* Only those course descriptions currently unavailable in the catalog or the General Education Committee report are attached.

Lindenwood College  
St. Charles, MO 63301

Minutes  
Meeting of the Faculty of Lindenwood College  
March 4, 1987

The regular meeting of the Faculty of Lindenwood College was held Wednesday, March 4, 1987, at 2:00 p.m., in Young 111. Dr. James I. Spainhower presided.

The minutes of February 4 and February 11 were approved as distributed.

Report of the President

Dr. Spainhower reported that the North Central Review Team completed their focused visit and will recommend to the Commission (in June) official accreditation through 1994. The team related seven concerns but gave the faculty high marks. Dr. Spainhower stated that any of those concerns that are academically related will be relayed to the faculty when the report is received. The President expressed public appreciation for all of Dr. James Hood's work in preparation for the visit and also for Dr. Keck's contribution.

Dr. Spainhower announced that, at the February Board of Directors meeting, Mr. Hyland and Mr. Wilhelm agreed to finance a long-term architectural plan for the College. At a later date, representatives from HOC will schedule meetings with various administrative offices, students, and faculty representatives.

Dr. Spainhower announced that the contract with Phil Edwards' firm expires June 30 and will not be renewed. The College has appointed Mr. Jim Shucart as interim administrator of Mansion House/Westport. A search will begin immediately for a permanent administrator. The hope is that a qualified candidate will be found by next June.

Report of Faculty Council

Dr. Jeanne Donovan presented the Faculty/Course Evaluation form, with recommended changes, for approval. Motion was made and seconded to adopt the form. After discussion, motion was made and seconded to table the matter until the next faculty meeting.

Report of EPC

Dr. Ed Balog, as Chair of EPC, moved that the second item of the February 18, 1987, EPC minutes be adopted; that students can receive credits for any undergraduate classroom-based course offered by the College by passing a comprehensive proficiency examination administered by the department chair. Dr. Ann Canale moved that the motion be amended to exempt English Composition from having the proficiency testing option. After discussion, the amendment failed to carry. The original motion passed.

Faculty Minutes, March 4, 1987, page two

Election of Nominations Committee

Jean Taylor, John Dooley, and Diane Denney were elected to the Nominations Committee for 1987.

New Business

Hans Levi moved that the new general education requirements be amended to reflect the one-semester, four credit hour, Concepts of Mathematics course originally proposed by the General Education Committee. Motion was made and seconded to table the matter until the next regularly scheduled faculty meeting.

Announcements

The Registrar, Sally Sears, announced that early registration has been postponed until the week of April 20. There was no objection.

Dr. Edith Graber announced that the AAUP Salary Task Force has been meeting to discuss salaries and the budget. She also stated that Dr. Keck had expressed a desire to meet with the faculty concerning salaries and the College budget.

Respectfully submitted by Helen Mayden

Approved by Jim Feely, Faculty Secretary

Announcement for the April 1 faculty meeting.

There will be a meeting regarding Writing Across the Curriculum on Tuesday, April 14, from 3:30 - 4:30, in the President's Conference Room. The meeting is for the purpose of preparing to implement Writing Across the Curriculum at Lindenwood; all interested faculty members are encouraged to attend.



Educational Policies Committee Minutes

March 18, 1987

Present: Ed Balog, Arlene Taich, Ann Canale, Jim Wilson, Sally Sears, John Bornmann, Allen Schwab, Moheb Nasr, Jim Hood, Audrey Meyer, Jan Czapla

Dr. Balog read a letter from Dr. Spainhower recommending to the Committee that Arthur S. Goodall be considered for an honorary Doctorate of Humane Letters. Motion was made, seconded, and carried that EPC will make this recommendation to the faculty.

Motion was made, seconded, and carried to approve the following General Education courses:

*MATH 111: CONCEPTS*

Political Science 155: American Government

History 105,106: American History

History 100: Human Community

Business Administration 210: Survey of the Principles of Political Economics

Sociology 102: Basic Concepts of Sociology

Psychology 100: Principles of Psychology

Anthropology 112: Cultural Anthropology

~~Anthropology 234,205: Focus on Modern Asia~~

Chemistry 111: Concepts of Chemistry

Biology 112: Concepts in Biology

Art 210: Concepts in the Visual Arts

English 101,102: English Composition

English 201,202: World Literature and Ideas I and II

Performing Arts 201,202: History of the Performing Arts I and II

Music 205: Introduction to Music Literature

~~Theatre Arts 360: Traditional Drama of Asia~~

Motion was made and seconded to approve the request from the Art department that it be allowed to continue the practice of awarding Bachelor of Fine Arts degrees as well as Bachelor of Arts degrees for studio art majors. The motion carried.

Motion was made and seconded to approve the request of the Biology department that it be allowed to offer both Bachelor of Arts and Bachelor of Science degrees. The motion carried.

Art 364: Art and Culture of Japan was suggested as a follow-up for the Focus on Asia course. The matter was referred to the General Education Sub-committee.

Motion was made, seconded, and carried to approve re-institution of the following courses in the catalog:

English 236: American Literature II

English 335: Modern Drama

English 348: Anti-Theatre in earlier Twentieth Century Drama

English 207: World Literature will be dropped from the catalog.

Course numbering alterations:

English 235: American Literature I  
English 236: American Literature II  
English 309: The English Novel  
English 310: Twentieth Century Novel  
English 340: Folklore & Fables: The Telling of Tales  
English 341: Short Fiction

Motion was made, seconded, and passed to approve number revisions and description changes for the following courses:

Spanish Conversation and Composition, now FLS 311,312  
French Conversation and Composition, now FLF 311,312  
German Conversation and Composition, now FLG 311,312  
Spanish Culture and Civilization, now FLS 335  
Latin-American Culture and Civilization, now FLS 336  
French Culture and Civilization, now FLF 337  
German Culture and Civilization, now FLG 335

Proposed course number changes from the Art Department were referred to the Registrar.

The following changes were submitted for Biology courses:

Biology 308: Cell Biology, changed to a lab course. Prerequisites: BIO 113  
Biology 308: Genetics (4), change of course number, credit hours, and description. Prerequisites: BIO 113  
Biology 335: Experiments in Tissue Culture (3), change of credit hours and description. Prerequisites: BIO 330

Change of credit hours and prerequisites:

Biology 313: Immunology (3). Prerequisites: BIO 308  
Biology 316: Biochemistry (4). Prerequisites: CHM 362 or BIO 204 and consent of the instructor.  
Biology 353: Microbiology (4). Prerequisites: BIO 204

Change of course number and prerequisites

Biology 121: Nutrition (2). Prerequisites: none

Change of course credit hours

Biology 106: Modern Topics in Biology (1-3)

The Freshman Seminar Proposal was deferred until the next meeting.

Motion was made, seconded to recommend to the faculty a Proposed By-Law Amendment which would create a General Education Review Committee. The Committee would be a sub-committee of EPC. The motion was amended to specify the length of terms for its members. The motion as amended carried.

The Humanities Division moved that current students have the option of following the new catalog (presently being compiled) or the catalog under which they entered.



The motion was amended to state that any current students electing to follow the new general education requirements must complete all the new requirements totally. No petitions for exceptions will be considered. The motion as amended carried. A form will be constructed for students to sign.

There was general agreement on Dr.Keck's course description for the Modern Europe focused course. It was also agreed that a college-wide prefix such as LCC or LIN would be better for all the focused courses. The consensus of the Committee was to pass these suggestions on to the General Education Review Committee.

Other suggestions that will be passed on to the Review Committee for consideration are as follows:

1. the issue of "Writing Across the Curriculum"
2. English Composition and Human Community as prerequisites for the focused courses
3. level of designation for the focused courses
4. SC 229 (new number COM 331) Intercultural Communications as a follow-up course for the Modern Asia Focus course.
5. that the Committee investigate the feasibility of teaching the Biology and Chemistry course at off-campus sites

Respectfully submitted by Helen Mayden

Approved by Ed Balog



PROPOSED SECOND COURSE IN CROSS-CULTURAL STUDY: MODERN ASIA (TO BE IMPLEMENTED IN THE 1988-9 ACADEMIC YEAR)

TA 360 TRADITIONAL DRAMA OF ASIA. A study of the universal puppet drama, Sanskrit drama in India, Yuan drama and Peking Opera in China and the Noh and Kabuki theatre in Japan, their historic development and styles and their modern production and influence on contemporary culture.

OBJECTIVES

1. To understand the historical origins of the forms in content and style within the particular culture.
2. To see the developments of production styles in acting, music, dance and decor, their contemporary usage and the philosophies and stories of the literature;
3. To trace the influences of the forms on modern culture in each country and their influences on modern theatre in the west.

STUDY MATERIALS: a text, if available (possibly Scott's Theatre in Asia), and curricular handouts from various authorities on each form; text of the dramas and of contemporary authors influenced by the forms; slides of production styles; audio and video tapes demonstrating musical, dance, and total production styles.

WRITING COMPONENT: Assigned papers researching in-depth a specific aspect of a style, its contemporary usage, an influence on modern styles or western drama, an adaptation of style to western drama, among other possibilities; a student may choose to write a detailed outline for oral presentation of one assignment.

March 6, 1987

OPTIONAL GENERAL EDUCATION REQUIREMENT IN THE ARTS

COURSE DESCRIPTION

PA 201 HISTORY OF THE PERFORMING ARTS I

Study of the performing arts of drama, dance, and music: their interrelation, styles in form and production, their basis in contemporary philosophical ideas and their interpretations in the original period and now, from the beginnings to the developments in 17th century French Neoclassicism.

PA 202 HISTORY OF THE PERFORMING ARTS II

Study of the performing arts of drama, dance, and music: their interrelation, styles in form and production, their basis in contemporary philosophical ideas and their interpretations in the original period and now, from the English Restoration through the rise of modern forms.

Prerequisites: English 102; History 100 (or concurrent registration)

OBJECTIVES OF THE COURSE:

1. To familiarize the student with the creative forms of the performing arts in their historical perspectives and the ways in which the styles of an era influence succeeding periods;
2. To introduce the styles of these arts as individual expression and as interrelated arts in dramatic and musical written and oral forms;
3. To show the roots of these arts in the intellectual, social and philosophical ideas of their times;
4. To demonstrate and illustrate these art forms in their performance style.

Course materials include the text, History of the Theatre by Oscar G. Brockett (which covers in part dance and music), curricular handouts more specifically dealing with dance and music, representative plays, musical tapes, slides, and video demonstrating visual and production styles.

Course classroom work includes lectures and discussions of covered materials, mid-term and final exams including objective, recognition and essay components.

Course writing component includes three papers with various choices of topics, from character analysis to dramatic comparisons in style or content, from music as dialogue to music as drama, from rhythmic tapping to dance as story or bodily expression, and essay sections of exams. One topic may be a documented outline for oral presentation.

## MODERN EUROPE FOCUS COURSE

This multidisciplinary course on Modern Europe will provide a context for understanding the cultural heritage of the peoples of Europe and how that cultural heritage has shaped that continent's response to the problems of a world in which Europe no longer occupies the central position that it once did. The course will introduce students to recent political, economic, cultural, and demographic trends on the continent which give Europe and its various regions their distinctive cultural identity. The course is intended to enhance global awareness by focusing on a region which, although similar to the United States in some respects, has evolved quite differently in others.



## PROPOSED BY-LAW AMENDMENT

To amend the By-laws, Article VII, A to add a new 3 (d)

d. General Education Review Committee

(1) Membership

- a. six faculty members: three elected at large, one from each division, two appointed, for staggered two year terms, and one member of the Educational Policies Committee
- b. two students, elected by the student body or appointed by the Student Government

(2) Duties

- a. to monitor the implementation and integrity of the general education program across the several instructional areas of Lindenwood College, i.e., day college, evening college, Lindenwood College for Individualized Education, and off-campus centers, making an annual report to the Educational Policies Committee at its March meeting and the Dean of Faculty, citing strengths, weaknesses, and concerns;
- b. to initiate and/or receive and review any proposals from departments/divisions for changes, deletions, additions to the general education program, making recommendations regarding such proposals to the Educational Policies Committee;
- c. to serve in an advisory capacity to the Dean of Faculty in matters related to the implementation of the general education program, including the coordination of grant proposals seeking funding to improve the general education program.

## PROCEDURES FOR THE FACULTY/COURSE EVALUATIONS

Course evaluations will be administered as follows:

- (1) for untenured faculty, every year, in every course taught;
- (2) for adjunct faculty, every year, in every course taught for the first five years of employment; thereafter, every three years, in every class taught;
- (3) for tenured faculty, every three years and/or in the year prior to to consideration for promotion; and
- (4) for all faculty, at other times if so requested by the Dean of Faculty, Department Chairperson, or the faculty member concerned.

All departments will use the approved course evaluation instrument; however, departments may use additional evaluation material.

To be included with the April faculty meeting agenda

From: Hans Levi

I move that we return to the General Education Committee's Concepts in Mathematics-MTH III, a four unit single semester course recommendation, as the Lindenwood College general education mathematics requirement. The outline for this course may be found in the General Education Committee's proposal to the faculty dated 1-20-87.

The reasons I believe we should return to this format are as follows:

1. Some faculty members have stated that they didn't have time to think through the ramifications of the Math Department's motion for a six hour, 2 semester format. This was because of the late notification of the request. Coupled with the narrow 20-19 margin of approval, this raises the question of whether the faculty really supports the two-course requirement.
2. Math beyond the concepts course is properly in the province of departmental requirements. Currently most Lindenwood students are enrolled in departments which require additional math.
3. Students who feel intimidated by, or unable to meet, the math challenge may elect to attend other colleges. The College cannot afford to lose otherwise qualified students.
4. The abstract notion of the value of learning discipline through math study was overemphasized.

We realize the arguments contained herein have been raised during previous general education requirement meetings, however, the motion of increasing the math requirement caught the faculty by surprise and the serious disadvantages of the enlarged math requirements were forgotten. The subjects of the other two amendments to the General Education Committee's proposal--the senior seminar and the foreign language option--were sections of the proposal that came directly from the Committee, rather than from a division. They had not gone through the process of formal discussion that was the case with those courses proposed by the divisions. The 4 hour math component was formulated by the math department and its division. It was part of the original 12 hour group of courses from that division, which turned the General Education Committee discussions to the fruitful development that led to the final proposal.

Hence I wish to introduce this motion which reinstates the valuable compromise accomplished by our General Education Committee.

END III



*John Nichols*

**PLEASE NOTE**

**FACULTY MEETING**  
**WEDNESDAY, ~~APRIL~~ <sup>MAY</sup> 6, 1987**  
**11:30 A. M.**  
**CARDINAL ROOM**

**AGENDA**

1. Approval of Minutes of April 1, 1987
2. Report of Dean of Faculty - Dr. Keck
3. Report of Faculty Council - Dr. Donovan
4. Report of EPC - Dr. Balog
5. New Business
6. Announcements
7. Adjournment

Lindenwood College  
St. Charles, MO 63301

Minutes  
Meeting of the Faculty of Lindenwood College  
April 1, 1987

The regular meeting of the Faculty of Lindenwood College was held Wednesday, April 1, 1987, at 2:00 p.m., in Young 111. Dr. Daniel Keck presided.

The minutes of March 4, 1987, were approved as distributed.

Report of Faculty Council

Dr. Jeanne Donovan, Chairperson of Faculty Council, presented for faculty approval the procedures for use of the Faculty/Course Evaluation form. (A copy of the procedures was attached to the faculty meeting agenda.) The motion was seconded and carried. Dr. Donovan brought from the table for vote the Faculty/Course Evaluation form. Motion was made and seconded to amend question two on page two of the form to substitute the following responses: A. excellent; B. good; C. fair; D. Poor. The motion as amended carried.

Motion was made and seconded that the faculty rescind the use of the Faculty/Course Evaluation form. The motion was defeated and the use of the form will continue.

Dr. Donovan moved the adoption of the proposed By-Law amendment to create a General Education Review Committee. (A copy of the proposed amendment is attached to the faculty meeting agenda.) Motion was made, seconded, and carried to amend the membership of the Committee to require that the three elected faculty members represent the three divisions. The motion as amended carried.

Dr. Donovan was asked when the tenure and promotion decisions would be announced. She replied that Faculty Council had completed most of the reviews, and recommendations had been reported to the administration.

Report of EPC

On behalf of the General Educational Policies Committee, Dr. Balog moved that Mr. Arthur S. Goodall be awarded an honorary doctorate at May Commencement. The motion was seconded and carried.

Dr. Balog moved for the approval of the list of general education courses attached to the faculty meeting agenda. The list was approved with the following corrections:

Anthropology 234, 205:--delete as general education courses (approved as regular courses)  
Focus on Modern Asia-- (course prefix and number to be assigned)  
Focus on Modern Europe--add (course prefix and number to be assigned)  
Mathematics 111: Concepts of Mathematics--add  
Theatre Arts 360: Traditional Drama of Asia-- delete as a general education course (approved as a regular course)

Dr. Balog moved that faculty approve the petition of the Art Department to offer a B.F.A. degree in addition to the B.A. The motion was seconded and carried.

Dr. Balog moved that faculty approve the petition of the Biology Department to offer a B.S. degree as well as a B.A. The motion was seconded and carried.

Motion was made, seconded, and carried that any current student who wishes to follow the new general education requirements be allowed to do so under the condition that they follow all of the new requirements with no exceptions.

Unfinished Business

Hans Levi brought to the floor his motion regarding the Mathematics Concepts course. (A copy of the motion was attached to the faculty meeting agenda.) Motion was made and seconded to refer the matter to the General Education Review Committee. The motion was defeated. After discussion, question was called on the original motion. The motion was defeated.

Announcements

Dr. Keck shared a note received from Liz Ammann thanking the faculty for the flowers, calls, thoughts, and prayers.

The new prefix for Speech Communications will be COM.

Dr. Anderson requested that advisors urge their advisees to take the second course in Biology as soon as possible.

Dr. Canale announced that the All-College Reading List would be distributed soon.

Report of the Dean of Faculty

Dr. Keck presented a report to the faculty on faculty salaries and the College budget.

Approved:

Submitted

Jim Feely

Helen Mayden



To: Faculty Council members  
From: All-College Reading List Committee

4/21/87

We propose the following (revised) amendment to the By-Laws:

C. Lectures, Concerts, and Special Events

2. Duties

Add: c. To establish each year an All-College Reading List Committee

(1) Membership

- One member of the Lectures & Concerts Committee
- Faculty members (minimum 3, maximum 6) chosen by Lectures & Concerts from the list of volunteers received by the Nominations Committee, serving for two-year terms
- One student appointed by the Student Government for a one-year term

(2) Duties

To solicit suggestions for the yearly All-College Reading list, to select books for the list, to promote the reading and use of the books, to plan and advertise related activities

Proposed change in By-laws (page 10) concerning Sabbaticals

IV. Procedures for Sabbatical Leaves

A. Application

1. Receipt of written application and proposal by the Dean of Faculty on or before October 15.
2. Application accompanied by a supporting letter for the Department Chairperson (or other full-time faculty member appointed by the Dean of Faculty if the applicant is a Department Chair). This support letter must address the merits of the proposal and include staffing recommendations.

B. Approval

1. The Dean of Faculty will bring the applications to Faculty Council for its recommendations at the first regularly scheduled meeting in November.
2. The President will inform individual applicants and their department chairs of the decision by December 15.

C. Criteria

1. In cases where Faculty Council deems it necessary, for financial or programmatic reasons, to recommend deferral of a sabbatical leave, the following criteria will be considered:
  - a. the number of years since the last sabbatical/whether a particular proposal could be deferred without jeopardizing the benefit to the individual
  - b. the benefit to the institution
  - c. seniority (the number of years full-time at the institution)
  - d. if all other considerations fail, choices will be made by lot.
2. If a proposal is deferred, that proposal will be given priority the following year.

D. Reporting

1. Upon completion of the sabbatical leave, the faculty member shall make a written report to the Dean of Faculty.
2. This report shall become part of the faculty member's personnel file.

Educational Policies Committee Minutes

April 15, 1987

Present: Dan Keck, Jim Hood, Jan Czapla, Sally Sears, Ann Canale, Ed Balog, Arlene Taich, Moheb Nasr, Allen Schwab, Jim Wilson, Jack Bornmann

Business from Divisions

Dr. James Hood, on behalf of the Social Science Division, moved that the (attached) Education, Special Education, and Business courses be approved. The motion was seconded and carried.

Dr. Hood submitted a proposal from Sociology/Anthropology to offer a B.S. degree in Sociology. Motion was made, seconded, and carried that the proposal be sent back to the department for clarification and suggested that there be a greater distinction between the B.S. and the B.A.

Dr. Hood moved that the proposed Freshman Seminar Course from Ray Scupin be approved. The motion was seconded and carried.

Dr. Moheb Nasr, on behalf of the Natural Science Division, moved that Dr. Mary Talbot be awarded an honorary doctorate degree at this year's commencement. The motion was seconded and carried.

Dr. Ann Canale, on behalf of the Humanities Division, moved that the proposed Freshman Seminar Course from Allen Schwab be approved. The motion was seconded and approved.

Other Business

Motion was made, seconded, and carried that EPC recommend to the faculty that the College no longer offer associate degrees.

Motion was made, seconded, and carried that at least nine hours of any minor must be completed at Lindenwood.

Dr. Keck submitted a memo to the Committee requesting clarification and revision of the policy on academic standards. Following discussion, the Committee approved for recommendation to the faculty the revised policy listed below:

Academic Standards -- existing policy

1. To qualify for graduation, and to remain in good standing until that time, an undergraduate student must attain a cumulative grade point average of 2.0 (C) on a 4.0 scale. Failure to maintain this established standard will result in probation, suspension, or dismissal from the College.
2. A student will be placed on probation at the end of any semester in which he/she falls below the 2.0 standard. If at least one-half of the deficiency below 2.0 is not achieved by the end of the following semester, the student may be suspended or dismissed.



3. A student whose semester grade point average is below a 2.0 also is placed on probation, even if the cumulative grade point average is above a 2.0.
4. Any student who fails one-half or more of his/her work is suspended and may enroll for the next semester only with the approval of the Dean of Faculty.
5. A student on academic probation may not receive a grade of INC.
6. Students who participate in intercollegiate athletics must maintain a cumulative grade point average of 2.0.
7. A student on probation may not enroll for more than 12 hours during the probationary period.

Academic Standards -- revised policy

1. No change
2. Add the following sentence: The Academic Review Committee may establish more stringent expectations for the academic progress of students on probation.
3. Replace with the following: A student whose semester grade point average is below a 2.00 but whose cumulative grade point average is a 2.00 or above will be sent a letter of academic warning by the appropriate Dean.
4. Add the following after the word "work": and whose cumulative grade point average is below a 2.00
- 5, 6, 7 -- No change

Approved:

Submitted:

Ed Balog

Helen Mayden

## COURSE PROPOSALS

SED 375/575

### Introduction to Behavior Disorders

In this course, the student will examine the theories, classification system, characteristics, historical data and resources related to the education of the Behavior Disordered student. (2 hrs)

SED 376/576

### Introduction to Learning Disabilities

In this course, the student will examine the theories, classification system, characteristics, historical data and resources related to the education of the Learning Disabled. (2 hrs)

SED 377/577

### Introduction to Mentally Handicapped

In this course, the student will examine the theories, classification system, characteristics, historical data and resources related to the education of the Mentally Handicapped. (2 hrs)

SED 378/578

### Introduction to the Education of the Visually Handicapped Child

Introduction to educational programs, services and resources for blind and partially sighted children, exploration of historical background, literature, philosophy, sociology and psychological aspects of blindness. (2 hrs)

- EDU 513: Principles of Gifted Education (3). This course will examine identification of the gifted student based on criteria established by the U.S. Department of Education. Multiple criteria for identification will be stressed along with a variety of program models used to differentiate instruction for the gifted based on identified needs.
- SED 552: Testing and Assessment of Children with Visual Impairments (2). This course addresses special diagnostic procedures with the visually impaired, including academic, intellectual, and functional vision testing methods, evaluation tools and an examination of specialized problems. Also included are a review of human vision, interpretation of eye reports and test results and a case study along with the experience of test administration.
- BA 422: Principles of Real Estate (3). A survey of the Real Estate Industry, and the economy. Also, this course investigates public land use and control, environmental controls, real estate interests and controls, legal aspects and instruments employed in Real Estate, Real Estate market analysis. Also, emphasis is placed on the market and cost approaches to value, income approach to value, financing techniques, credit sources, government involvement, brokerage functions, real estate title, and real estate management.
- BA 380: Business Communication (3). Is the study of the principles of effective business writing. Emphasis will be placed on writing memorandums, letters and specialized reports, with an additional concentration on international business communications. Prerequisite: ENG 102.
- MBA 534: Financial Aspects of Real Estate (3). An analysis of the Real Estate Industry defining concepts and principles of the field. The management problems in supervising and administering the Real Estate assets and liabilities of a business organization. Also, there is focus on legal aspects of real estate, the market, market analysis, financial techniques, land use problems, etc. Prerequisites: MBA 511 and MBA 531.