A special meeting of the Board of Trustees of The Junior College District of St. Louis - St. Louis County, Missouri was held on Thursday, April 9, 1964 at the Meramec Community College campus at 7:00 p.m.

1. **General Functions**

   1.2 **Roll Call**

   The Board President, Mr. Gerald V. Williamson, called the meeting to order at 7:00 p.m. The following members of the Board were present:

   - Mrs. Joseph C. Bastian
   - Messrs. Lester C. Geil
   - Morris Glaser
   - F. Wm. McCalpin
   - Guy S. Ruffin
   - Gerald V. Williamson

   Also present was Dr. John E. Tirrell, Vice President - Instruction, of the Junior College District.

   1.3 **Minutes**

   There were no Minutes to be read at this Special Meeting.

   1.4 **Welcome to Guests**

   The President of the Board, Mr. Williamson, welcomed the guests at this Special Board Meeting. He noted the fact that several prominent educators were in attendance, representing other educational institutions in the area.
He also welcomed the guests who represented the various Citizens' Advisory Committees, which committees had been previously appointed by the Board. Mr. Williamson made mention of the fact, too, that faculty members and administrators of the Junior College District were present, representing all three campuses of the District.

In conclusion, he noted that representatives from the St. Louis Post Dispatch, and the St. Louis Globe-Democrat, were in attendance at this Special Board meeting.

Board President Williamson then introduced Dr. Glynn E. Clark, the Campus Director of Meramec Community College.

Dr. Clark spoke to the Board of Trustees, and the assembled guests. On behalf of the faculty and students of Meramec Community College, he welcomed them to the campus, noting that this was the first meeting of the Board of Trustees to be held at Meramec.

1.7 Communications

There were no communications to be read at this meeting.

2. PERSONNEL

There was no report on personnel at this Board meeting.

3. CURRICULUM AND INSTRUCTION

3.1 Presentations by Administrators and Faculty Members

Board President Williamson called upon Vice President Tirrell, who had been appointed to serve as Chairman of this meeting.
Dr. Tirrell told the Board that the staff of the Junior College District had arranged a series of presentations which pertained to the development of the total educational program of the District. Presentations would be made by administrators and faculty members with regard to activities taking place on the campuses—and in particular within specific staff committees.

He then called upon Dr. Glynn E. Clark, Campus Director, whose subject was, "Starting the New Campus". Dr. Clark reviewed the events which led to the opening of the Meramec Community College campus.

Next, Dr. Tirrell called upon Dr. Douglas F. Libby, Jr., whose subject was, "Planning the New Campus". Dr. Libby spoke briefly of the events leading to the development of the Florissant Valley Community College campus. He also mentioned the programs which were contemplated for engineering, engineering technology, and industrial technology. He reviewed the three levels which were being offered in engineering and industrially related technical programs. He then circulated printed material which detailed information regarding these proposed programs—admission requirements—curriculum content—graduation credentials.

Dr. Tirrell then introduced Mr. Joseph V. McKenna, whose subject was, "Work on Technical Education". Mr. McKenna spoke of all the technical education programs which were being offered at the present time by the Junior College District.
He stated that the College would distribute brochures describing nine new technical programs within the coming week.

At this point of the meeting Dr. Tirrell introduced Miss Mary Jensen, Supervisor of the Nursing Program at the College. With Miss Jensen were four young girls who were students in the Nursing Program. Miss Jensen stated that this was probably the first time the Board of Trustees had an opportunity to see these young ladies in uniform and she introduced them to the Board members.

At this point Dr. Tirrell introduced Dr. Oliver Duggins, Associate Professor of Biology. Dr. Duggins' subject was, "Health Education Program, Hospital, etc." He explained the workings of the program which was in effect at the present time whereby nursing students from Barnes Hospital and Jewish Hospital were instructed by faculty members of the Junior College District. He stated that 92 students at Barnes and 85 students at the Jewish Hospital were enrolled in these special courses. Some of the classes were being taught at the St. Louis College of Pharmacy and Dr. Duggins pointed out the cooperation among all involved institutions.

Dr. Tirrell next introduced Mr. Vincent Freeman, Assistant Dean - Registrar at the Florissant Valley Community College, whose subject was, "Students - How Many, Where, etc." Mr. Freeman spoke on student enrollment. He covered the fall session of 1964, and the winter session of 1964. He told the Board how many students had registered - how many had withdrawn - how many were ineligible to return. An informal discussion ensued with the Board at this point.

Mr. Freeman also distributed a chart showing how many high schools in the City and in the County, both public and non-public, had representation at the Junior College District.

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Dr. Tirrell then introduced Dr. Richard Richardson, Dean of Student Personnel Services at the Meramec Community College. Dr. Richardson's subject was, "Research on Students". He spoke on research on student characteristics, and distributed printed material, descriptive of four studies currently being undertaken. He discussed students on probation - the effectiveness of the counseling programs - and the creative innovations employed by the counseling staffs to assist the students.

Next, Dr. Tirrell introduced Mr. Arnold Greer, Assistant Professor of Biology at Meramec Community College. His subject was entitled, "The Professional Standards Committee". Mr. Greer discussed the activities of this committee. He stated that the membership - appointed by the President - consisted of seven members. Six of these were faculty members, with equal representation of teaching staff and administration. The seventh member was the Vice President for Instruction, who served as chairman. He discussed the specific duties charged to this committee, recommendations which had been made, extra compensation and/or released time for extra-curricular duties, responsibilities of the Division chairmen, and appointments and tenure of Division Chairmen.

Next, Dr. Tirrell introduced Mr. Leonard Nelson, Assistant Professor of Psychology at the City Campus. His subject was entitled, "The Faculty Building Committee". Mr. Nelson told the Board of this committee's activities. He stated that they had joined in numerous meetings with all three architects who had been appointed by the Board to master-plan the three campuses. They had also conducted individual group meetings.
Mr. Nelson, who was chairman of the Social Science Committee, explained some of the workings of these committees. He stated that they dealt with room needs and design; the relationship of offices to classrooms; offices to one another; and space utilization.

Dr. Tirrell then introduced Mr. David Underwood, Assistant Professor of English at the Florissant Valley Campus. His subject was entitled, "Released Time Faculty Group". Mr. Underwood told the Board of the activities of this Released Time Faculty Group. He covered three points: Some forces affecting curriculum—typical questions that must be answered—and the individual responsibilities of the group. He added that curriculum refers to subject offerings. In determining what these offerings shall be, the group must be responsive to many forces, among which are the students, the community, the State law, accreditation agencies, colleges, subject matter research, and methodology research.

Next, Dr. Tirrell introduced Mr. Bill Aldridge, Assistant Professor of Physics at the Florissant Valley Community College. Mr. Aldridge's subject was called, "A Specific Project". He demonstrated, via the overhead projector, the possibilities of the television teaching system. He told the Board what had been done on this project—what has yet to be done—and what the future possibilities of such a system entailed. He summed up his demonstration by stating that it was the belief of the administrative staff involved in this project that such a system could teach better, and would require fewer teachers than present teaching methods.

Next, Dr. Tirrell introduced Dr. Robert C. Jones, Director of Instructional Resources. Dr. Jones demonstrated some of the instructional resources being used at the present time.

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He stated that approximately 5,000 books were on each campus, and the number
would be doubled during the next year. The Junior College subscribed to more than 200
periodicals and was micro-filming ten periodical titles back ten years. Some 2,000
slides on art, architecture and science had been prepared, and films were being
obtained on loan or rental.

Audio visual equipment included motion picture projectors, slide film strip
projectors, eight millimeter film projectors, overhead projectors, opaque projectors,
tape recorders, record players, slide reviewers. Dr. Jones discussed the Faculty
Resource House, which utilized a library, conference rooms, and a production room
containing camera, dark room, and equipment for making and copying slides and
film strips. The staff also used a recording room for language and music tapes at
the Faculty Resource House - and utilized equipment for making transparencies for
overhead projectors.

Dr. Jones demonstrated the eight-millimeter, the slide projector, the
overhead projector, and the video tape recorder. He also discussed closed-circuit
television, which was being demonstrated at this Special Board meeting.

Dr. Tirrell told the Board members, and the guests, that Dr. Anna Marie
Lottmann, Associate Professor of Foreign Languages - whose subject was, "A Demonstra-
tion of the Dialog Learning Laboratory" was waiting for the group in the Library.

Board President Williamson thanked Dr. Tirrell, and all the members of the
faculty and administrative staff who had completed these presentations.
Mr. Williamson asked if there were any further business to come before the Board. There was not, and Mr. McCalpin made a motion for the meeting to be adjourned.

The meeting adjourned at 9:35 p.m.

Mr. Williamson asked the guests to join the Board Members in the library where Dr. Lottmann would demonstrate the Dialog Learning Laboratory.

The group adjourned to the library for coffee.

Respectfully submitted,

[Signature]

Dolores B. Tygard, Secretary
Board of Trustees
The Junior College District of St. Louis - St. Louis County, Missouri

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