MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF TRUSTEES
THE JUNIOR COLLEGE DISTRICT OF
ST. LOUIS - ST. LOUIS COUNTY, MISSOURI
MONDAY, OCTOBER 26, 1964 - 8:00 P.M.

A regular meeting of the Board of Trustees of the Junior College District of
St. Louis - St. Louis County, Missouri, was held on Monday, October 26, 1964 at the
Central Office of the District at 4386 Lindell Blvd., St. Louis, Missouri.

1. GENERAL FUNCTIONS

1.2 Roll Call

The Board President, Mrs. Joseph C. Bastian, called the meeting to order at
8:00 p.m. The following members of the Board were present:

Mrs. Joseph C. Bastian

Messrs. Lester C. Geil

Guy S. Ruffin

Gerald V. Williamson

Mr. Glaser is recuperating from surgery at his home; Mr. McCaipin had a
previous commitment, and was unable to attend.

Also present were Mr. James W. Hobson, Vice President; Dr. Glynn E. Clark,
Campus Director; Dr. Douglas F. Libby, Jr., Campus Director; and Dr. R. William
Graham, Campus Director - all of the Junior College staff.

Mr. Bruce E. Woodruff of the firm of Armstrong, Teasdale, Roos, Kramer and
Vaughan, Counsel for the District, was also present.
1.3 Minutes

Board President Bastian called for a reading of the Minutes of the Regular Meeting of October 12, 1964. They were read and discussed. Board Member Geil called the secretary's attention to page 12 - last line - where "year" was used in place of "semester". The secretary noted this change.

Whereupon, on motion by Mr. Williamson, seconded by Mr. Geil, and with the unanimous aye vote of all members of the Board who were present, the Minutes of the Regular Meeting of October 12, 1964 were approved as amended.

1.4 Welcome to Guests

Board President Bastian welcomed Mr. King McElroy - a reporter from the St. Louis Globe Democrat - to the Board Members.

Mrs. Bastian also welcomed the following members of the certificated staff of the Junior College District: Mr. Bill Aldridge, Mr. Paul Elsner, and Mr. David Underwood from the Florissant Valley Campus; and Mr. Lawrence Davenport, from the Forest Park Campus.

1.6 Communications

1.6.1 The secretary, Miss Doris Wentzel, read a letter from Board Member Williamson regarding the Trout Lodge Conference held on October 17-18, 1964. Mr. Williamson was impressed with the dedication and enthusiasm of the staff and faculty of the College, and is gratified to be associated with the College in its entirety.

1.6.2 A letter received from Victor Reef from the Forest Park Campus was also read. He felt that the Conference was conducted in an exceptionally effective
manner with no dull periods; He further believed everyone profited from the experience.

1.6.3 Miss Wentzel then read a memo from Margaret J. Wuller, Registrar at the Meramec campus. She outlined in some detail the compliments which had been paid the JCD at a panel on college admissions which she attended recently. She stated that comments received were that the Junior College District is doing an outstanding job – particularly in the area of technical education and in our transfer programs.

1.6.4 A letter was next read from John W. Cross, Administrative Manager of the Research Department of Monsanto, accepting his appointment to the Engineering Technology Advisory Committee for the coming year.

1.6.5 Miss Wentzel read a copy of a letter from Thomas B. Merson, Assistant Director for Commissions of the American Association of Junior Colleges, to Dr. Arthur L. Singer, Jr., Executive Associate of the Carnegie Corporation. He stated that the Trout Lodge Conference was truly an inspiration, and that the Board, administration and faculty had all caught the spirit and excitement of a new institution dedicated to service of all the community.

1.6.6 Another letter from Dr. Merson to Mrs. Joseph C. Bastian was read by Miss Wentzel regarding the Trout Lodge Conference. He stated that this is one of the best professional meetings he has ever attended. All of the Board members who participated had done a fine job – as well as Dr. Cosand and those faculty members who participated in the various sessions of the Conference.

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2. PERSONNEL

2.1 Classified Personnel

The President of the College, Dr. Cosand, recommended the employment of the following classified personnel:

Willie L. Woods - Custodian - Meramec Campus - Range 9 Step A - Eff: 10/27/64

Whereupon, on motion by Mr. Williamson, seconded by Mr. Ruffin, and upon the aye vote of all members of the Board, it was RESOLVED, That the classified personnel listed above be employed by the District in the classification and at the salary indicated.

2.2 Certificated Personnel - Resignations

The President of the College recommends the acceptance of the following resignations:

Leonard Davis, Counselor - FPCC - due to illness - Effective 8/24/64

William Bailey - Part-time - Replacement Counselor - FPCC - due to pressure of full-time job as school administrator in Cahokia, Illinois

Mr. Bailey was employed for 3 hrs. @ $170.00/hr (September 28 agenda)

Whereupon, on motion by Mr. Geil, seconded by Mr. Williamson, the above resignations were accepted as submitted.

3. CURRICULUM AND INSTRUCTION

3.1 New Direction for Television in Education

Board President Bastian welcomed Mr. Bill Aldridge and Mr. David Underwood from the Florissant Valley campus. These two faculty members were present to demonstrate to the members of the Board the results of their summer project involving the potentialities of programmed learning with television.
Dr. Douglas F. Libby, Jr., Campus Director of the Florissant Valley campus, gave the Board some background information - education and experience - of these two gentlemen. He explained to the Board that they would present the basic idea of the experiment, and also describe the end results of the project in terms of final evaluation.

Mr. Aldridge and Mr. Underwood, with the use of a video camera and tape recorder, and associated tape and control apparatus, demonstrated a sample assignment:

They explained that they had completed two tapes during the summer revolving around a program in physics, called "Falling Bodies". These tapes contained precisely the same material. They consisted of segments called frames. Each frame presented a body of information, a question, and an answer based on the information. They further explained how a student could formulate his own answer to questions asked and then observe a physical demonstration of the correct answer.

The lecture tape was different only in the fact that no questions were asked to the students. It was a one-way television lecture-demonstration. Both men felt that this lecture tape was technically superior to the programmed tape.

Mr. Aldridge and Mr. Underwood then showed the results of the experimental project, explaining how students were pretested, scheduled to view the tapes, and then post tested. The conclusions drawn were that televised instruction, including a crude form of student-program inter-action, is more effective than a one-way television lecture covering the same material.

A general discussion ensued following the presentation. Mrs. Bastian then thanked the two gentlemen for their presentation to the Board members.

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3.2 Data Processing Advisory Committee

The President of the College, Dr. Cosand, recommended that the Board appoint the lay citizens, as listed in the addendum attached to these Minutes, as members of the Data Processing Advisory Committee for the 1964-65 College Year, in accordance with 2.17 of the Policies and Procedures Manual.

A general discussion followed. Whereupon, on motion by Mr. Ruffin, seconded by Mr. Williamson, and with the aye vote of all members of the Board who were present, it was

RESOLVED, That the lay citizens, as recommended by Dr. Cosand and listed as an addendum to these Minutes, be appointed to the Data Processing Advisory Committee for the 1964-65 College Year which officially terminates August 31, 1965.

FURTHER RESOLVED, That additional names may be added in the future if the Board so desires.

3.3 Law Enforcement Advisory Committee

The President of the College recommended the appointment of Mr. Daniel V. O'Brien, Prosecuting Attorney, St. Louis County, to the Law Enforcement Advisory Committee. This is in addition to the members who were appointed at the September 28th Board meeting.

Whereupon, on motion by Mr. Williamson, seconded by Mr. Geil, and with a unanimous aye vote of all members of the Board who were present, it was

RESOLVED, That Mr. Daniel V. O'Brien be added to the Law Enforcement Advisory Committee.

3.4 Trout Lodge Conference

Board President Bastian called upon the Campus Directors for a report on the Trout
Conference which was held the weekend of October 17-18, 1964.

Dr. Glynn E. Clark, Campus Director of the Meramec Campus, stated he feels we were able to get an inter-action of staff members - Districtwide - at a conference of this type which is not possible on the individual campus. Also, the types of presentations which were given were very informative, stimulating, and clarifying. Dr. Clark mentioned specifically the presentations made by the Board members, Dr. Merson, and Dr. Cosand. He also stated that the individual subject matter discussions enabled the staff members to discuss the various problems which they have in the various teaching areas, which proved to be very valuable.

Dr. Clark went on to say that from the comments he had received, all agreed that they were able to get more done by being away from the telephones. The only drawback of such a conference is the competition with family activities, church groups, etc. The only question he would raise about returning would be if we got so large that all could not be accommodated at the same time. He also suggested that a study should be made of the various meetings, and refined - if necessary.

Dr. R. William Graham, Campus Director of the Forest Park Campus agreed with the value received from this Conference. He has felt an entirely different feeling of enthusiasm with his staff since this Conference, and hopes that it will be maintained throughout the rest of the year. Dr. Graham stated that there might be some value in having follow up discussions on the various subject matter areas. In conversations with some of the faculty members, they indicated that their problems had just been opened up at these meetings, and they would like to follow them up to get something accomplished.
Although there were no formal reports requested of these groups, some have been handed in. Dr. Graham pointed out that he helped to appoint chairmen to these groups so that agendas could be made out ahead of time.

Dr. Douglas F. Libby, Jr., Campus Director of the Florissant Valley Campus, said that one of the things which was significant to him was the change in attitude of the faculty members by noon of the first day. Everyone felt that this was a very high level stimulating thing, and should be continued.

Vice President Hobson added that the stimulation of the Board Members presentations at the first session set the pattern of the entire conference.

Mrs. Bastian thanked the Campus Directors, and asked them to pass the appreciation of the Board Members along to all those who participated in the Conference and helped to make it successful.

Board Member Ruffin requested that Dr. Cosand write a letter to all faculty members who participated to let them know that their efforts were highly appreciated.

4. PHYSICAL FACILITIES

Vice President Hobson reported that everything is rolling along very nicely at the Meramec Campus, with no particular problems. He also reported that the office facilities at Forest Park are okay, with only a few little things to clear up now and then.

At Florissant Valley, Mr. Hobson stated, the sodding and seeding is still not completed. There are also some minor mechanical things to be repaired. Paving is being done now, and the parking lot has been completed. He also said that additional landscaping, which they are checking into, would enhance the appearance of the campus.
They are proceeding to put in an ornamental stockade fence to separate the campus from the subdivision West of the campus, which will cut down on the noise, lights, etc. and also add to the general appearance of the campus. He is getting bids on this now. Mr. Hobson added that the campus looks better each time he goes out to see it.

5. BUSINESS AND FINANCE

5.1 Ratification of Investments

The President of the College recommends the ratification of investments made by the Treasurer of the College for the period September 28th through October 26, 1964.

On October 7th we purchased $150,000 in U. S. Treasury Bills due October 22, from Mercantile Trust Company on a 3.46 basis, for a total cost of $149,798.17. On October 21, we purchased $150,000 in U. S. Treasury Bills due October 29, 1964, also from Mercantile Trust Company, on a 3.42 basis for a total cost of $149,900.25.

A general discussion followed. Whereupon, on motion by Mr. Ruffin, seconded by Mr. Williamson, and upon the aye vote of all members of the Board who were present, it was

RESOLVED, That the foregoing investment by the Treasurer of the Junior College District of St. Louis - St. Louis County, Missouri - be ratified, approved, and adopted by the Board of Trustees.

5.2 Approval of Lease Agreement between the JCD and West Chemical Co.

The President of the College requested the ratification of the Lease Agreement between the JCD and West Chemical Products, Inc., for the lease of dispensing equipment.

A general discussion followed. Whereupon, on motion by Mr. Williamson, seconded by Mr. Geil, and with the unanimous aye vote of all members of the Board who
were present, it was

RESOLVED, That the Junior College District enter into a Lease Agreement with the West Chemical Products, Inc. for the leasing of dispensing equipment, said Agreement to be in the form attached hereto, and by reference incorporated herein.

FURTHER RESOLVED, That the President of the Board of Trustees be and is hereby authorized and directed to execute said Agreement in the form attached to these Minutes.

8. NEW BUSINESS

Board President Bastian informed the Board that Dr. Robert C. Jones, Director of Instructional Resources for the District, is out of the hospital, and is recovering very well.

9. ADJOURNMENT

Board President Bastian asked if there were any further business to come before the Board. There was not, and Mr. Williamson moved that the meeting be adjourned. Mr. Ruffin seconded the motion, and it was unanimously approved at 9:15 p.m.

Respectfully submitted,

Dolores B. Tygard

Secretary, Board of Trustees
The Junior College District of St. Louis - St. Louis County, Missouri
Data Processing Advisory Committee

Mr. Bernard Basch - Systems Manager, McGraw Hill Book Company
Mr. Elbert E. Baesley - Manager of Electronic Operations Department, General American Life Insurance Company
Mr. Eugene A. Haessig - Manager of Data Processing and Data Processing Operations, Brown Shoe Company; is a Certified Data Processor; Member of Data Processing Management Association
Mr. Raymond Kirkendall, Industrial Representative - Medical, International Business Machines - covers applications from customers and customer accounts for IBM
Mr. Quong Leong - Data Processing Director, Biederma's Furniture Company
(Speciality: The diversity of Data Processing applications)
Mr. Donald Mengersen - Automation Center, McDonnell Aircraft Corporation
Mr. Samuel L. C. Moses - Teaches special Data Processing courses at St. Louis County Technical School; Chairman of Education Development, St. Louis Data Processing Management Association
Mr. Allen G. Renz - Teaches special courses in Data Processing statistics at Washington University; Consultant in Data Processing
Mr. L. G. Rogers - Data Processing Operations Supervisor, Brown Shoe Company; Director of Certification and Education, St. Louis Data Processing Management Association; formerly Chairman, Advisory Committee for Washington University's 60-hour program in Data Processing.