

FACULTY MINUTES
OTTAWA UNIVERSITY

August 29, 1975

The faculty met in the University Union at 9:00 a.m. on August 29, 1975. President Armacost called the meeting to order and called on Cliff Burke for an opening meditation. The roll was called by Fred Zook Faculty Secretary. All members were present except for the following: Wayne Angell, Peter Bouvier, Robert Buchanan, John Martin, Ben Moor, Jack Patty, Robin Pratt, Sherwin Snyder, and Helen Winter.

President Armacost expressed a word of welcome to all the faculty. He then introduced new members of faculty and staff who have joined us for this year. These new people are: Patricia Cleveland, Russell Raker, Terry Mathias, Polly Jaben, Kathy Nevins, Robin Pratt and Kevin Barr.

Dean Germer then read selected portions of the Aims and Objectives of Ottawa University. The President then addressed the faculty making his opening statement for the year. The President's comments ranged from observations of the past year to the challenges of this year. He included in his remarks matters relating to enrollment, the Capital Financial Campaign, the College Without Campus, the Ottawa Investment Corporation, our constituency relationships (i.e., the American Baptist Convention, Alumni friends and the Kansas City Business Community), the Board of Trustees, program implementation, our current budget, and AIDP.

The President indicated that in comparison with the past several years he is very optimistic about this year in many aspects. The President complimented the faculty on the fine work they have performed in the past and indicated that he looks forward to this year and the resultant successes.

During a question and answer period, the President answered questions relating to the new disability insurance that instituted at Ottawa University on July 1, 1975, the English Language Institute, and also indicated that enrollment figures at the University do not include students enrolled at C.W.C. in Kansas City.

Dean Hal Germer announced the Convocation entitled "The Future and Our Ground of Hope" to be held on the Ottawa University campus September 26 and 27. The speakers who have agreed to be on campus are as follows: Landrum Bolling - Education, Ted Sorensen - Political Social, Martin Marty - Religion, C. Jackson Grayson - Economics.

President Armacost asked for action on the minutes of the previous meeting. May 14, 1975. Elmer Roth moved, second heard, minutes be approved as distributed. Passed.

ANNOUNCEMENTS

Registrar Annabelle Pence announced that she had sent to the faculty two different pieces of information dealing with enrollment. The two changes she brought to our attention were the fact that we were to enroll students for both Sessions I and II and the fact that we have a new drop and add procedure. While we were discussing registration Mike Twedt informed the faculty that KTJO would be on the air with registration information during the registration days. Miss Evelyn Kinney then passed out some hand-outs relating to PAC courses.

Martin Meade discussed Orientation with the faculty and distributed the new student handbook. He also requested that the faculty complete the information cards necessary for publication of the Ottawa University Campus Directory. He also distributed to the faculty a residence hall staff roster which included telephone extension and box numbers of the student residence hall staff people.

Dean Germer announced the implementation of the George Lister Memorial award. This award is to be given annually to the faculty to encourage new and innovative classroom teaching ideas and techniques. Guidelines for proposals connected with this award will be published and distributed to faculty members in the near future by Dr. Robin Pratt.

Marion Rioth then announced that we have a new bibliography of American Indians materials. He also distributed to faculty a brochure concerning Myers Library that details the library hours.

REPORTS

Justo Diaz reporting for the Calendar Study Committee indicated that the committee wished to have information from the faculty about the current calendar and then distributed a questionnaire to the faculty and asked that we return it in the near future. Justo indicated that the committee was working and that they would make a report to the faculty in a later meeting.

Dean Germer then indicated that there has been work nearly completed on qualifications of students in ELI who are matriculating into the Ottawa University Program. They are looking at last years experience, and looking at tests which will assist in the placement of these students either in full-time status or taking individual courses on a part-time basis. The full report will be shared next with the Academic Council.

Ronnie Averyt indicated that students who are interested in attending law school should see him immediately about taking the Law School Aptitude Test.

OLD BUSINESS

J. Edward Morrissey, as Chairman of the Committee of Committees, explained that with Mercile Lee leaving the University we needed to elect another faculty member to a two-year term to the Academic Council and then elect another person to a one-year term. Dr. Morrissey then distributed a slate of candidates. After hearing no further nominations the faculty voted. The results were that Dr. David Bemmels was elected a two-year term and Dr. Mike Sancho was elected to the one-year term.

NEW BUSINESS

Dr. Diaz spoke concerning the new AIDP grant that has been received. Justo indicated that the University has been awarded 1.3 million dollars to be spent over the next four years. There are a number of items that require faculty action and Dr. Diaz distributed the AIDP report materials that concerned faculty action. Justo discussed each section very briefly and indicated that there would be several faculty forums scheduled in the near future. He indicated that these materials represent the work of a number of faculty and staff who devoted two weeks to this effort.

Dean Germer then announced committee meetings - time and places - for the afternoon, and asked that Committee Chairpersons submit to him written reports on committee goals and objectives for 1975-76.

There being no further business to conduct the President adjourned the meeting at 12:10 p.m.

Respectfully submitted,

Fredric Zook
Faculty Secretary

TO: Faculty

FROM: Robin W. Pratt

RE: George E. Lister Memorial Award

I know how difficult it is to really pay attention to each epistle issued by the various offices. On the other hand, I think you owe a new person at least a thoughtful reading and imaginative response to his first memorandum. Furthermore, there could be something valuable in it for you and our program.

Hal Germer announced in the faculty meeting of August 29 that the George E. Lister Memorial Award will be awarded to the winner of a faculty-wide competition this fall. The award is given to encourage and assist members of the faculty who demonstrate excellence in teaching and who seek to implement innovative approaches to the teaching process.

I am eager to meet my colleagues and offer my time in sharing proposal ideas and shaping designs and statistical analyses (if apropos). I would also encourage those of you especially interested in furthering the activities of your Center to consider proposing improvement of the Center's educational activities.

The official guidelines follow and do NOT restrict applicants to programs associated with the Centers. The deadline for submission of proposals is October 15 but please try to meet with me before then.

The income from the George E. Lister Memorial Fund shall be awarded annually by an awards committee to one or more members of the faculty of Ottawa University in keeping with the following guidelines:

1. Faculty members selected as recipients of awards from the George E. Lister Memorial Fund shall have given evidence of outstanding performance as a facilitator of student learning and development.
2. Awards will be made for projects designed to improve the quality of classroom teaching and student learning. Funding will be available for projects related to innovations in teaching, research on the teaching-learning process, examples of new approaches in classroom teaching and demonstration projects.
3. The projects funded by the George E. Lister Memorial Fund shall meet the following guidelines:
 - a. The maximum amount available to any individual faculty member is \$500.
 - b. The project must be scheduled for completion within a period of twelve months.
 - c. A faculty member conducting a project funded under this program is not eligible for support for another project funded under this program until the current project is completed.
 - d. To be eligible for support administered under this program, an activity must
 - 1) show promise of improving the quality of teaching and learning.
 - 2) have general applicability

3) be directed toward communicable results

e. These funds may not be used primarily for conducting meetings, conferences and seminars.

f. Basic experimental research not related to the process of teaching and learning would be ineligible for support; for example, the assessment of a new approach to the teaching of physics would qualify for consideration, while basic experimental research in the science of physics would not be eligible for support.

g. Criteria for the evaluation of proposals include:

- 1) The innovative significance for the processes of teaching and learning;
- 2) soundness of design, procedure, or operational plan;
- 3) adequacy of personnel and facilities;
- 4) economic efficiency and
- 5) other specific criteria, as appropriate.

h. The following is the recommended format for submitting proposals:

The proposal should not exceed five pages and should be written as concisely as possible, including;

- 1) a statement of the problem and objectives;
- 2) a description of procedures including what is to be done, when and how;
- 3) the significance of the project for other faculty members or students (i.e. its general applicability)
- 4) a budget statement including reasonable estimates of expected costs; and
- 5) other additional information that the faculty member feels would be helpful such as a review of other available research, a statement regarding necessary personnel and facilities, etc.

4. The applications shall be submitted to the Director of Educational Research and Development.

5. The decisions regarding the awarding of funds shall be made by a committee consisting of the Dean of the College, two faculty members, the President (Ex-Officio) and the Director of Educational Research and Development who shall serve as Chairman. A member of the immediate family of George E. Lister will be invited to meet with and be an ex-officio member of the awards committee. Should members of the family be unable to meet with the committee they shall be notified by mail of the actions taken.

Aug 29, 1975

(Raker
Matthias)

ROSTER OF ACTIVE TEACHING FACULTY, 1975-1976
~~1974-1975~~

~~Bill Abbott~~

Thomas Adams

Charles Anderson

✓ Wayne Angell

Peter Armacost

Ronald Averyt

John Bacon

Bill Ballinger

Kevin Barr

David Benmels

Genella Benjamin

Stephen Biddle

Jim Billick

Carl Bobbish

Bill Boucek

✓ Peter Bovick

✓ Robert Buchanan

Cliff Burke

George Chaney

Patricia Cleveland

Stanley DeFries

Justo Diaz

~~Laurel Diaz~~

Peter Flusser

~~Mike Fowler~~

Bill Frear

Harold Gerner

~~Red Gibson~~

Lloyd Gladman

Neil Harris

~~Jim Hennager~~

~~Edith Hunsicker~~

Polk Jaben

~~Becky Johnson~~

Mike King

Evelyn Kinney

Bill Kloster

~~Robert Lester~~

John Lehner

✓ Alice Joy Lewis

Tom Lewis

~~Tom Maher~~

✓ John Martin

Jack McCracken

Emory McKenzie

Martin Meade

Leonard Meyers

✓ Ben Moor

Murle Mordy

Veronica Morgan

Edward Morrissey

Bill Myers

KATHY NEVINS

✓ Jack Patty

Annabelle Pence

✓ Robin Pratt

Horton Presley

Lora Reiter

Charles Rich

Barbara Richards

Marion Rieth

Elmer Roth

~~Mike~~ Michael Sancho

Peter Sandstrom

Keith Shumway

Janice Roberts

✓ Sherwin Snyder

~~Adrian Stener~~

Joyce Stuermer

Shirley Swayne

Mike Twedt

~~David Weber~~

Bence Williams

✓ Verna Winchester

✓ Helen Winter

Pal Wright

✓ Connie Zook

Fred Zook