

Guide to
Dallas Theological Seminary. Faculty Minutes

1924-1995

.54 linear feet

Restrictions: The minutes are closed for 75 years from their date of creation, to satisfy requirements of the Federal Educational Rights and Privacy Act.

Accession Number: 2004-10
Collection Number: CN 005

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Abstract: Minutes documenting the variety of matters handled by the faculty, including curriculum, calendars and schedules, discipline, and doctrine.

Preferred Citation:

[Identification of the Item], Dallas Theological Seminary. Faculty Minutes, CN 005, Box 1, Folder [number], Archives, Dallas Theological Seminary.

Archives, Dallas Theological Seminary, 3909 Swiss Ave., Dallas, TX 75204

Historical Sketch: Dallas Theological Seminary opened in the fall of 1924 to provide in-depth study of the Bible at a time when the curriculum of many seminaries concentrated more on social concerns than biblical studies. The school opened in a rented building and moved to its current location on Swiss Ave. in 1926. The student body grew from the original class of 13 to an enrollment of 1,492 in the fall of 1994. The number of professors increased from about 5 resident faculty in 1924 to 54 in 1994/95. In the early years of the school, some of the faculty had clerical and administrative responsibilities in addition to teaching. Despite various changes, biblical studies have remained an integral part of the seminary's program. Some dates relevant to the collection are listed below.

Chronological List of Presidents of Dallas Theological Seminary, 1924-1995

1924-1952	Lewis Sperry Chafer, died 1952
1952-1986	John F. Walvoord, died 2003
1986-1994	Donald K. Campbell
1994-2001	Charles R. Swindoll

Chronological List of Faculty Secretaries

1924-1925	Fred W. Lange
1925-1940	Rollin T. Chafer
1940-1945	John F. Walvoord
1945-1953	John Henry Bennetch
1953-1986	John H. Witmer
1986-1990	F. Duane Lindsey
1990-1995	James H. Thames

Brief Timeline for Dallas Theological Seminary	
1924	Evangelical Theological College opened in rented building
1926	Moved campus to current site on Swiss Avenue
1934	Assumed publication of <i>Bibliotheca Sacra</i> , which began in 1843
1935	Originated Master of Theology degree, a four year program
1936	Name changed to Dallas Theological Seminary and Graduate School of Theology
1969	Accreditation received from Southern Association of Colleges and Schools Name shortened to Dallas Theological Seminary
1971	Summer School program started
1974	M.A. in Biblical Studies program started
1975	Women enrolled in DTS for first time – for M.A. in Biblical Studies program
1980	Doctor of Ministry program started
1982	M.A. in Christian Education program started
1987	M.A. in Cross-cultural Ministries program started
1993	M.A. in Biblical Counseling program started M.A. in Biblical Exegesis and Linguistics program started
1994	Accreditation received from Association of Theological Schools

References:

Catalog for 1999-2000. Dallas: Dallas Theological Seminary, 154.

References: (continued)

Catalog for 2004-2005. Dallas: Dallas Theological Seminary, 7.

Dallas Theological Seminary. Faculty Minutes, CN 005, Box 1, Archives, Dallas Theological Seminary.

This is Dallas: Bulletin of Dallas Theological Seminary 51, no. 3 (May 1975) : [10].

System of Arrangement:

The minutes are in chronological order. The majority of the minutes are on both sides of the paper. Each side often contains records for two or three meetings. On a few occasions, the minutes for a meeting were entered slightly out of order. In 1984 the secretary began using only one side of the paper and started a new page for each meeting. All of the minutes are typed and it appears that the secretary started preparing them with a computer in about 1986.

Scope and Content Note:

This collection consists of twenty-one folders housed in one half-size record box, and is composed of minutes of the meetings of the faculty and the Faculty Senate of Dallas Theological Seminary. Also included are a few minutes for faculty committees, some handouts given at meetings, and a few memoranda that were attached to copies of minutes when distributed. This collection documents faculty meetings from 1924-1995. For many years a wide variety of matters were brought to the entire faculty for their consideration, but as the staff and faculty increased in numbers, more details were handled by committees, a Faculty Senate c. 1973–1991, and departmental staff.

The minutes indicate many policies and procedures have changed through the years. Business handled by the faculty included considering requests from students for admittance, re-admittance, time extensions for assignments, permission to graduate in absentia, taking an exam early, waiving penalties, excusing absences, and permission to marry during the school year. Faculty also decided disciplinary action for students, curriculum requirements, pre-requisites for seminary studies, dress code, and policies for academic and non-academic absences. The faculty approved changes to the catalog and student handbook and suggested speakers for lecture series and events. The faculty also approved students to candidacy to programs and recommended students for conferral of degrees.

Selected Search Terms:

Dallas Theological Seminary – Education Curricula

Dallas Theological Seminary – Faculty

Dallas Theological Seminary – Students

Donor/Source:

Dallas Theological Seminary

Custodial History: The records do not indicate when the minutes were transferred to the archives. Minutes from 1984-1995 are primarily photocopies which appear to have been pulled from Dr. Donald Campbell's files, with a few from Dr. Kenneth Gangel's files.

Literary Rights:

These minutes are governed by the Copyright Law of the United States.

Related Material:

Ad Hoc Faculty Committee on the Admission of Women to Dallas Theological Seminary.
 "Women in the Church: Biblical Data Report," [c.1985] Report to the Academic Affairs Committee.

Dallas Theological Seminary. President's Office Records.

Hannah, John D. *The Social and Intellectual History of the Origins of the Evangelical Theological College*. Ph.D. diss., University of Texas at Dallas, 1988.

Renfer, Rudolf A. *A History of Dallas Theological Seminary*. Ph.D. diss., University of Texas, 1959.

Note to the Researcher:

See the attached Container List for more details about this collection. It is not feasible to list all the topics contained in these minutes. The topics included in the list were chosen in an attempt to indicate the wide variety of business handled at Faculty Meetings. Omission of a topic in a description does not necessarily indicate that it does not exist in that file.

Processing Information:

The minutes were originally in binders that contained several years. The processor removed the minutes from the binders and divided them into smaller groups which would fit in file folders. There were few divisions in the minutes, so it was decided to divide them by the Seminary's fiscal/academic year, July-June. The folders for 1924-1984 contain four academic years, and 1984-1994 contain two years. In some files a photocopy has been inserted at the beginning or end of the file to supply the minutes from the page in the adjacent file.

Abbreviations Commonly Found in this Collection

ATS	Association of Theological Schools
D.Min.	Doctor of Ministry degree
DTS	Dallas Theological Seminary
GPA	grade point average
M.A.B.S.	Master of Arts in Biblical Studies degree
M.A.C.E.	Master of Arts in Christian Education degree
S.T.M.	Master of Sacred Theology degree
SACS	Southern Association of Colleges and Schools
Th.D.	Doctor of Theology degree
Th.M.	Master of Theology degree

Series I. Minutes 1924-1995

Box# Folder# Title, Dates, Description

- | Box# | Folder# | Title, Dates, Description |
|------|---------|--|
| 1 | 01 | Minutes 1924-1928
Contains minutes for meetings from October, 1924-March, 1928; topics include regulations for absences, requests from students, required courses. |
| 1 | 02 | Minutes 1928-1932
Contains minutes for meetings from October 4, 1928-April 29, 1932; topics include forming faculty committees (11/28/28), inviting guest lecturers, student's credits and curriculum, applying to New York State Education Department for accreditation (10/3/29), providing "classroom work" for student's wives (10/18/29); includes minutes of Committee on Committees meeting December 3, 1928 and minutes of December 29, 1931, meeting of a committee to draft recommendations requested by Wheaton College for a pre-theological course. |
| 1 | 03 | Minutes 1932-1936
Contains minutes for meetings from October 18, 1932-May 9, 1936; topics include new rules for class attendance (1/27/33), problems with four year curriculum implemented in fall 1935 (10/8/35), students on probation. |
| 1 | 04 | Minutes 1936-1940
Contains minutes for meetings from September 15, 1935-May 13, 1940, and a vote by mail dated August 15, 1940; topics include the English Bible program (9/15/36), required credits, curriculum, recommendation to withdraw from the Association of American Theological Schools (1/28/38), absences, recommendations from Credits Committee, commencement procedures (5/13/40). |
| 1 | 05 | Minutes 1940-1944
Contains minutes for meetings from September 3, 1940-June 27, 1944; topics include Bibliotheca Sacra centennial, procedures for filing theses and dissertations, curriculum, changing class times to coordinate with defense jobs (1/2/42), requirement that students receive permission to marry during school year (4/3/42), library regulations (9/14/43), term papers, authorization to present papers to the University of the State of New York with a view to being accredited (2/4/44), grades and group standing (4/7/44), sympathy letter upon Mrs. L. S. Chafer's death (4/19/44), class holidays. |

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Box# Folder# Title, Dates, Description

- | <u>Box#</u> | <u>Folder#</u> | <u>Title, Dates, Description</u> |
|-------------|----------------|---|
| 1 | 06 | Minutes 1944-1948
Contains minutes for meetings from July 7, 1944-April 29, 1948; topics include recommendations for admittance and degree requirements (7/14/44), class schedules, requests from student body (5/31/45), resolution to L. S. Chafer encouraging him to limit activities to guard his health (7/20/45), class schedules, dress code (11/9/45), curriculum, school picnics, censure of two students for unbecoming conduct (3/31/48). |
| 1 | 07 | Minutes 1948-1952
Contains minutes for meetings from August 13, 1948-June 10, 1952; topics include attitude toward "tongues movement" (7/4/49), adopted new wording for certificates and diplomas (12/19/49), thesis style and form, dress code (11/3/50). |
| 1 | 08 | Minutes 1952-1956
Contains minutes for meetings from September 2, 1952-June 26, 1956; topics include class schedules, preliminary statement on the Revised Standard Version (11/11/52), absences policy, policy toward alcohol and tobacco (4/16/53), incomplete courses (9/17/53), registration procedures (8/17/54), time limit to exchange certificates for degrees (11/11/54), dismissal and reinstatement on probation of a student (3/3/55 and 3/7/55), academic credit requirements, catalog changes, approved pastor's conference in connection with Griffith Thomas lectures in 1956 (6/26/56). |
| 1 | 09 | Minutes 1956-1960
Contains minutes for meetings from July 10, 1956-June 28, 1960; topics include approval of aptitude tests for new students (8/14/56), dress code, polio shots (10/11/56), speakers for lectures and events, student employment related to studies, student reproduction of class materials (12/18/58), recommendations from Spiritual Life Committee, division of Library budget, doctrinal conformity of students. |
| 1 | 10 | Minutes 1960-1964
Contains minutes for meetings from July 5, 1960-June 23, 1964; topics include adopting Turabian for thesis form (1/4/62), students' personal qualifications for ministry and advice from faculty, faculty social calendar (9/20/62), plans for Bibliotheca Sacra 30th anniversary at DTS (3/28/63), unauthorized reproduction of class notes (9/19/63), approved reduction of maximum hours for students' employment (11/7/63). |
| 1 | 11 | Minutes 1964-1968
Contains minutes for meetings from July 1, 1954-June 25, 1968; topics include outside employment of students, approved photocopies for second |

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Box# Folder# Title, Dates, Description

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| | 11 | (continued) copy of thesis or dissertation (10/6/66), seminary calendar, submission of syllabus for theses, policy for extensions to complete courses (4/11/68), non-academic attendance policy (5/2/68). |
| 1 | 12 | Minutes 1968-1972
Contains minutes for meetings from July 2, 1968-June 27, 1972; topics include new statement for catalog about purpose of doctoral program (9/26/68), students wearing beards, adopted new calendar with fall semester ending before Christmas (9/25/69), policy toward cheating (1/20/70), dropped requirement for student to receive permission to marry during school year (10/29/70), new class attendance policy (9/23/71). |
| 1 | 13 | Minutes 1972-1976
Contains minutes for meetings from July 11, 1972-June 29, 1976; topics include long chapels, need to recruit African American students (4/26/73), recommendation that Board remove limitation of "for men only" (9/20/73), report for new M.A.B.S. degree (9/27/73), Admissions Committee guidelines regarding foreign students (1/24/74), report on opening of Lay Institute (2/7/74), extension credit through Institute of Theological Studies (3/14/74), designating library as repository for research projects for Th.M. and M.A.B.S. degrees (7/16/74), changes for Doctor of Theology program (4/3/75). |
| 1 | 14 | Minutes 1976-1980
Contains minutes for meetings from July 6, 1976-June 24, 1980; topics include a statement on confidentiality in counseling (8/25/76), motion regarding female M.A.B.S. students during regular school year (8/25/76), grading scale, thesis form, curriculum, new D.Min. program, policy change for late exams (1/31/80). |
| 1 | 15 | Minutes 1980-1984
Contains minutes for meetings from July 1, 1980-June 26, 1984; topics include required GPA to transfer between degree programs (8/5/80), concern that the percentage of higher grades had grown over 20 years (2/19/81), grading system, attendance requirements at Chapel and non-academic events (4/2/81), limit for outside employment (4/30/81), faculty advisor program (8/26/81), policy toward change of marital status (9/10/81), eliminating August commencement (11/5/81), reinstated listing the grade on the approval page of dissertations (2/25/1982), recommendation for M.A.C.E. degree (8/25/82), changes in application papers required (10/28/82), drop mandatory commencement attendance for non-graduating students (2/10/83), revised class schedule, curriculum for Wives' class (4/28/83 and 5/24/83), curriculum, procedure for writing and defending Th.D. dissertations (3/29/84). |

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Box# Folder# Title, Dates, Description

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| 1 | 16 | Minutes
1984-1986
Contains minutes for meetings from July 3, 1984-June 24, 1986; includes topics of changes for D.Min. admissions and requirements (6/18/85), recommendation to Board to accept women in Th.M. program (8/28/85), report of Faculty Evaluation and Development Committee (9/19/85), Chapel attendance policy (2/6/86), English proficiency (5/1/86), revised catalog statement on admission of men and women (6/10/86). |
| 1 | 17 | Minutes
1986-1988
Contains minutes for meetings from July 1, 1986-June 28, 1988; topics include recommendation of admittance of women to D.Min. (2/19/87), revised statement on conduct and appearance (3/12/87), recommendation women be admitted to Th.D. program (4/23/87), changes in class schedule (6/9/87), composition of faculty senate (8/26/87). |
| 1 | 18 | Minutes
1988-1990
Contains minutes for meetings from July 5, 1988-June 26, 1990; topics include discussion of possible hiring of women faculty (1/26/89 and 8/29/89), revisions for student handbook (7/25/89), results of faculty poll on women faculty (9/14/89), Dr. Campbell's concern about some faculty sharing confidential matters with students (4/12/90). |
| 1 | 19 | Minutes
1990-1992
Contains minutes for meetings from July 1990-June 1992; topics include responses to senior questionnaire (8/29/90), changes to tenure policy (10/4/90), closing library in July to re-label 62,000 books (12/13/90), discussion of proposed curriculum (1/24/91, 1/31/91, and 2/1/91), announcement of faculty cuts because of curriculum change (3/5/91), change from faculty senate to faculty forum (5/2/91), discussion of how much detail to include in minutes (6/11/91 and 3/12/92), request from registrar regarding academic policies (10/3/91), discontinuance of allowing students to submit work after hours to security personnel (11/14/91), discussion of 2 hour courses (3/4/92), discussion of misconceptions regarding DTS's doctrine (3/19/92 and 4/9/92), discussion of doctrinal requirements for admission and graduation (4/23/92). |
| 1 | 20 | Minutes
1992-1994
Contains minutes for meetings from July 7, 1992-June 21, 1994; topics include policy toward outside employment (9/3/92), policy regarding posthumous degree (9/10/92), policy regarding anonymous theses and dissertations (9/10/92), suggestions from ESL director (10/1/92), report that "Women in the Church: Biblical Data Report" was never an official statement of the seminary's position (1/21/93), decision to change Th.D. |

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Box# Folder# Title, Dates, Description

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| 1 | 20 | (continued) degree to Ph.D. (2/11/93), approved proposal for M.A. in Biblical Counseling (2/24/93), discussion of proposed M.A. in Biblical Exegesis and Linguistics (4/8/93 and 4/22/93), policy on appeal for denial of admission and policy on student graders (1/20/94). |
| 1 | 21 | Minutes 1994-1995
Contains minutes for meetings from July 19, 1994-June 13, 1995; topics include discussion of ATS requirement for research to allow recognition of the Th.M. (9/15/94), resolution to be read at Dr. Swindoll's inauguration (10/27/94), discussion of policy of degree program matching ministry goals (11/3/94 and 12/1/94), discussion of how to evaluate "proven Christian character" (2/16/95), approved M.A. program in Corporate Chaplaincy (4/27/95). |