

The Board of Trustees of The Arkansas State Teachers College convened in regular meeting on October 27, 1962, at nine o'clock a. m. in the President's Office in the Administration Building on the College grounds in Conway, Arkansas, with the following members and officers of the Board present, to-wit:

Chairman: Dr. John W. Sneed, Jr.  
 Vice-Chairman: Louie H. Polk  
 Trustees: J. C. Mitchell  
           C. W. Harper  
           J. Kendall Hoggard

and with the following members of the Board absent, to-wit:

Secretary: Mrs. Rufus W. Morgan, Jr.  
 Trustee: Dr. Dee W. Halbrosk

Constituting a quorum of said Board, at which meeting the following among other business was transacted, to-wit:

Mr. Mitchell introduced a resolution entitled:

RESOLUTION RESCINDING A RESOLUTION ADOPTED JUNE 28, 1962, AND PLEDGING CERTAIN FUNDS TO THE PAYMENT OF A PROPOSED BOND ISSUE TO SECURE FUNDS TO CONSTRUCT AN ADDITION TO THE COLLEGE DINING HALL,

which he read, and then moved that the resolution be adopted. Mr. Hoggard seconded the motion.

The motion carrying with it the adoption of the resolution prevailed by the following vote:

AYES: Sneed, Mitchell, Polk, Harper, and Hoggard  
 NOES: None.

A true copy of the resolution is attached to these minutes as a part hereof.

A motion was made by Trustee Mitchell, seconded by Trustee Harper and unanimously passed that the bid submitted by Nabholz Construction Corporation for an addition to the Student Center Building be accepted. A tabulation of bids received is attached to these minutes as a part hereof. A budget for the project was adopted as follows:

Contractor	\$312,500	Interest	\$4,200
Architect	18,750	Govt. Expense	2,600
Legal	1,500	Contingency	1,300
	TOTAL		\$340,850.00

A motion was made by Trustee Hoggard, seconded by Trustee Polk and unanimously passed that the bid of Burks House Wrecking Company to clear the site of the present Packard Apartment Building for an addition to the existing Cafeteria be accepted. A tabulation of bids received is attached to these minutes as a part hereof.

Trustee Mitchell made a motion that the request for a loan from the HHFA to construct a dormitory for men be revised to read a loan in the amount of \$800,000.00 to accommodate 250 men. This motion was seconded by Trustee Hoggard and unanimously passed.

Upon the motion of Trustee Polk, seconded by Trustee Hoggard and unanimously passed the Board voted to accept the option to buy twenty (20) acres of land from the Little Estate. The option in the amount of \$40,000 expires June 30, 1963. A copy of this option follows:

## OPTION TO PURCHASE

KNOW ALL MEN BY THESE PRESENTS:

THAT WE, Mildred Ruth Van Valkenburgh, William S. Little and wife, Loraine Little, Sam Dana Little and wife, Nellie Upchurch Little, Mary Lee McAlister and Jimmie Ligon, as trustee for John J. Little, Jr., hereinafter designated as parties of the first part, for and in consideration of the sum of ONE HUNDRED & NO/100 DOLLARS (\$100.00) to us paid by The Arkansas State Teachers College, hereinafter designated as party of the second part, cash in hand, the receipt of which is hereby acknowledged, do hereby give and grant to party of the second part, for a period beginning this date and ending July 1st, 1963, the exclusive right and option to purchase, and for the consideration hereinafter set forth, the following lands owned by us and situated in Faulkner County, Arkansas, to-wit:

Lot Eleven (11), Block Six (6), Little Addition to the City of Conway, Arkansas, as shown on Re-plat of said Little addition filed for record on September 4, 1950, and recorded in Town Plat Book "A", page 148, of the recorded plats of Faulkner County, Arkansas; being the entire West Two Hundred Eight and Six Tenths (208.6) feet of said Block Six (6);

Also, all of the East Half (E 1/2) of the Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4) of Section Eleven (11), Township Five (5) North, Range Fourteen (14) West, Faulkner County, Arkansas, except the following portion thereof; beginning at a point Four (4) feet South of the Northeast corner of said Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4), said point being the Northwest corner of Lot One (1), Block Four (4), Little's Addition to Conway, Arkansas, from thence run South Two Hundred Ninety-one and Four Tenths (291.4) feet along the quarter section line between the Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4) and the Northeast Quarter (NE 1/4) of the Southeast Quarter (SE 1/4) of said Section Eleven (11) to the Southwest corner of Lot Two (2), Block Four (4), said Little's Addition; thence run West Four Hundred Forty-five (445) feet; thence North Two Hundred Ninety-one and Four Tenths (291.4) feet; thence running East Four Hundred Forty-five (445) feet to the point of beginning, containing Two and Ninety-eight Hundredth (2.98) acres, more or less, and leaving Seventeen and Two Hundredth (17.02) acres, more or less.

Should party of the second part, on or before July 1, 1963, pay to parties of the first part the additional sum of THIRTY-NINE THOUSAND NINE HUNDRED & NO/100 DOLLARS (\$39,900.00), in cash, then parties of the first part agree that they will execute, acknowledge and deliver to party of the second part a good and sufficient deed conveying to it the fee simple title to the above described lands, and will furnish and deliver to party of the second part, at the expense of parties of the first part, an abstract of title to said lands last certified to this date, reflecting a merchantable title thereto satisfactory to the attorney of party of the second part, subject, however, to any rights of way or easements of record.

It is agreed that this option to purchase cannot be sold or transferred by party of the second part without the written consent of parties of the first part having been first endorsed hereon, and it is further understood and agreed that the hereinabove described lands and the buildings placed thereon, shall not be used for any commercial purpose of party of the second part, its successors or assigns, except insofar as the same shall be used in furtherance of its housing needs or educational purposes.

Should party of the second part fail or refuse to pay to parties of the first part the said sum of THIRTY-NINE THOUSAND NINE HUNDRED AND NO/100 DOLLARS (\$39,900.00) on or before July 1, 1963, then the parties of the first part shall keep and retain sam sum of One Hundred and No/100 Dollars (\$100.00) this day paid to them.

EXECUTED this 26th day of September, 1962.

SIGNED: Mildred Ruth Van Valkenburgh  
 William S. Little  
 Loraine Little  
 Sam Dana Little  
 Nellie Upchurch Little  
 Mary Lee McAlister



## ACKNOWLEDGMENT

STATE OF ARKANSAS,  
County of Faulkner.

BE IT REMEMBERED, That on this day came before the undersigned, a Notary Public within and for the County and State aforesaid, duly commissioned and acting, Mildred Ruth Van Valkenburgh, William S. Little, Loraine Little, Sam Dana Little, Nellie Upchurch Little and Jimmie Ligon, to me well known as the grantors in the foregoing Option to Purchase and acknowledged to me that they had executed the same for the consideration and purposes therein mentioned and set forth.

And on the same day also voluntarily appeared before me the said Loraine Little, wife of the said William S. Little, and Nellie Upchurch Little, wife of the said Sam Dana Little, to me well known, and in the absence of her said husband, each declared that she had of her own free will executed said Option to Purchase and had signed and sealed the relinquishment of dower and homestead in the said Option to Purchase, for the consideration and purposes therein mentioned and set forth, without compulsion or undue influence of her said husband.

WITNESS my hand and seal as such Notary Public this 22nd day of September, 1962.

SIGNED: Robert W. Henry, Notary Public  
My Commission Expires: June 10, 1965

## ACKNOWLEDGMENT

STATE OF TENNESSEE,  
County of Shelby.

BE IT REMEMBERED THAT on this day came before me the undersigned, a Notary Public within and for the county and state aforesaid, duly commissioned and acting, Mary Lee McAlister, to me well known as one of the grantors in the foregoing Option to Purchase and acknowledged that she had executed the same for the consideration and purposes therein mentioned and set forth.

WITNESS my hand and seal as such Notary Public this 26th day of September, 1962.

SIGNED: N. W. Gustafson, Notary Public  
My Commission Expires: December 5, 1965

A motion was made by Trustee Mitchell that the College adhere to a uniform fee, as agreed upon by all state colleges, of \$90.00 per student for in-state students and an additional \$100.00 per semester for non-resident students (not retroactive for previously enrolled non-residents), effective September 1, 1963: A common definition of non-residents ("out-of-state-students") is to be agreed upon by all colleges and the university. Motion was seconded by Trustee Polk and unanimously passed.

Trustee Hoggard made a motion that extension and correspondence fees be adjusted as follows: (See letter)

October 2, 1962

Dr. Silas D. Snow  
President  
Arkansas State Teachers College

Dear Dr. Snow:

We wish to recommend that the following changes be made in fees charged for correspondence study courses, such changes to become effective November 1, 1962:

COLLEGE COURSES	PRESENT FEE	PROPOSED FEE
2 semester hours	\$11.00	\$16.00
3 semester hours	16.00	24.00
4 semester hours	21.00	32.00
HIGH SCHOOL COURSES		
1/2 unit	\$12.00	\$18.00

This would raise the fees from \$5.00 per semester hour plus \$1.00 registration fee for each course to \$8.00 per semester hour and represents an approximate 50% increase.

It is also recommended that the following statement regarding refunds of correspondence fees be approved:

1. A refund of 75% of the course fee will be made if requested within 30 days after the enrollment date provided no lessons have been submitted and rented textbooks have been returned.
2. If lessons have been submitted during this 30-day period, 75 cents per lesson will be deducted from the 75% refund amount.
3. No refunds will be made for textbook rent, workbooks, or other supplies.
4. In case the Department of Field Services is unable to provide the necessary materials requested for a course within 30 days from the enrollment date, all of the fees paid for the course will be refunded if requested by the student at the end of the 30-day period and before such materials are sent.

Two factors appear to indicate the need for an increase in fees. First, with increases in the cost of supplies and materials going into the production and handling of correspondence courses, increases in salaries, and increases in postage rates, an increase in fees must be made in order to keep the department self-supporting. Secondly, such an increase will bring the costs of our correspondence courses more nearly in line with those charged by other institutions. If the increase is approved our fees will still be among the lowest in the country and approximately the same as others in the state.

The proposed refund policy should provide more incentive for the student to complete his course. The present policy provides for a 50% refund within one year from the enrollment date provided less than one-half of the course has been completed. Under this plan many students enroll in courses, fail to do a significant amount of work on them, and then apply for a refund nearly one year after paying for the course. The proposed policy gives the student one month to examine the course and is a common policy among other colleges and universities offering correspondence work.

Sincerely yours,

SIGNED: Audie J. Lynch, Director of Field Services  
A. E. Burdick, Dean

Trustee Polk seconded this motion and it was unanimously passed.

A motion was made by Trustee Mitchell, seconded by Trustee Polk and unanimously passed that the following Leave of Absence and Appointments as recommended by President Snow be approved:

A. Leaves:

Miss Christine Calvert, Department of Home Economics, effective October 10, 1962, and ending January 28, 1963, without pay.

B. Appointments:

Mrs. Mary Nell Hammett, Department of Home Economics, effective October 15, 1962, and ending January 28, 1963, @ a monthly salary of \$375.00.

Mrs. Virginia Ward Brown, Department of Mathematics, effective September 13, 1962, @ a salary of \$400.00 per month.

Mrs. Beryl Noe, Assistant Nurse, effective October 15, 1962, @ a monthly salary of \$175.00 plus apartment and utilities.

Bruce R. Anderson, College Architect, recommended the expenditure of approximately \$7,000.00 (savings resulting from a different choice of lighting fixtures to be installed in the new library), to finance a plan to develop and beautify the grounds and walks surrounding the new library and the plot of ground lying between the new library, the old library, and the old administration building. A motion to this effect was made by Trustee Harper, seconded by Trustee Mitchell and unanimously passed.

Wage rates received from the U. S. Department of Labor on Friday, October 26, 1962, to apply on the construction of the student center addition were officially adopted upon a motion by Trustee Harper, seconded by Trustee Mitchell and unanimously passed. These wage rates are attached to these minutes and become a part hereof.

#### RESOLUTION

Since there is a real need for added facilities in the Student Center Building

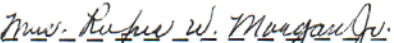
- and, since the College Architect, Bruce R. Anderson, felt it more economical to build the complete facility rather than partially so at this time,
- and, since a loan for the addition to the building had been received in the amount of \$250,000 from the HHFA,
- and, since an invitation to bid on the project had been sent out and bids had actually been received,
- and, since the lowest bid for the complete project was over \$90,000 more than the loan,
- and, since student fees, effective September 1, 1963, had been raised to \$90.00 per semester per student,

Therefore, be it resolved by the Board of Trustees of The Arkansas State Teachers College in a regular meeting held in the Office of the President of the College on October 27, 1962, at nine a. m. , that it should borrow from private sources an amount not to exceed \$100,000 and to pledge for the retirement of this amount student fees not to exceed \$1.50 per student per semester and \$.75 per student per summer term. In order to implement this as rapidly as possible, a motion was made by Trustee Hoggard and seconded by Trustee Polk that C. W. Harper and J. C. Mitchell contact private borrowers and proceed with the negotiation and formal completion of the loan. This motion was passed unanimously.

Minutes of the last meeting of the Board were approved:

There being no further business to come before the Board, the meeting was adjourned.

  
 Dr. John W. Sneed, Jr., Chairman

  
 Mrs. Rufus W. Morgan, Jr., Secretary