

The Board of Trustees of Arkansas State Teachers College convened in regular meeting on January 5, 1967, at ten o'clock in the morning in the Board Room in the Administration Building on the College grounds in Conway, Arkansas, with the following members and officers of the Board present, to-wit:

Louie H. Polk, Chairman  
 Cleddie W. Harper, Vice-Chairman  
 J. C. Mitchell  
 Dr. John W. Sneed, Jr.  
 Lindsey Hatchett  
 James W. Ahlf

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

Mrs. Rufus W. Morgan, Jr., Secretary

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

On behalf of the Board of Trustees, Chairman Polk welcomed Mr. James W. Ahlf as a member of the Board. Mr. Ahlf pledged his support to the Board and to the College.

Trustee Sneed made a motion that the minutes of the last meeting be approved. A second to this motion was made by Trustee Harper and passed by unanimous vote.

Mr. Bruce R. Anderson, College Architect, presented the final plans for construction of Project #CH-Ark-85(D), two high rise dormitories and a cafeteria. Upon motion made by Trustee Mitchell, seconded by Trustee Hatchett and unanimously passed these plans as presented by Mr. Anderson were approved.

Trustee Harper made a motion that the following AIC regulation be approved by the Board:

ARTICLE II, Section 1 of By-Laws:

Change to read--"The maximum grant-in-aid which any athlete may receive from funds which are controlled in any manner by the college or from funds provided by churches, clubs, civic organizations, schools, corporations, or individuals other than parents or guardians shall not exceed tuition, fees, room, and board during the regular academic year. An athlete living off campus can not receive more than \$500.00 in lieu of room and board. It is optional with the college as to whether each athlete is to receive the maximum amount and as to how the grant-in-aid is to be administered. No AIC member institution. . . . (The remainder of this section to stay as it now is in the By-Laws.)"

A second to this motion was made by Trustee Sneed and passed by unanimous vote.

President Snow recommended that the following fees and refunds be approved and printed in the 1967-68 College catalog:

Graduate students pay a registration fee of \$37.50 when they first enroll for graduate credit. In addition, residents of Arkansas pay \$10.00 per student credit hour, and non-residents of Arkansas pay \$20.00 per student credit hour for each hour enrolled.

Non-resident undergraduate students pay \$135.00 per semester in addition to their regular fees paid by all undergraduates.

All students are expected to register on the days set for registration at the opening of each semester or summer term. Any student not registering on days set for registering will be charged a \$5.00 late registration fee.

An administrative cost of \$5.00 will be charged for each change in classification card issued to student making a change not called for by the student's faculty adviser.

#### REFUND SCHEDULE

##### Fall Semester

|                                   |     |
|-----------------------------------|-----|
| September 11 through September 24 | 80% |
| September 25 through October 1    | 60% |
| October 2 through October 8       | 40% |
| October 9 through October 15      | 20% |
| After October 15--no refund       |     |

##### Spring Semester

|                                 |     |
|---------------------------------|-----|
| January 29 through February 11  | 80% |
| February 12 through February 18 | 60% |
| February 19 through February 25 | 40% |
| February 26 through March 3     | 20% |
| After March 3--no refund        |     |

##### Summer Terms

|   |     |
|---|-----|
| One calendar week or less   | 50% |
| Beginning with the second Monday of summer term no refund will be given |     |

A motion was made by Trustee Hatchett, seconded by Trustee Ahlf and unanimously approved that the above recommendation be approved.

Trustee Sneed made a motion that Mrs. Miriam Scott be placed on the payroll for the fall semester, 1966-67 @ a salary of \$750.00 for teaching in the Department of Education. A second to this motion was made by Trustee Hatchett and passed by unanimous vote.

Trustee Ahlf made a motion that the following Faculty Rank and Promotion criteria be used as a guide by the administration:

#### FACULTY RANK AND PROMOTION

The following general considerations are taken into account in faculty promotion from one academic rank to another:

1. Skill as a teacher and ability to lead students to genuine intellectual achievements including the development of individual study habits.
2. The amount and quality of formal training in the teacher's special subject matter field as measured by graduate credit and advanced degrees, with the end in view of appointing to full professorships only those holding the doctor's degree.
3. Energy and willingness to work far beyond the minimum required to hold a position.
4. Cultural attainments and attributes of scholarly interest in intellectual pursuits.
5. Spirit of cooperation in executing general faculty, departmental and administrative policies.
6. Research and study in improving organization of courses and instructional techniques.
7. Personal qualities that win the confidence and respect of both colleagues and students.
8. Length and kind of service in this college.

At each grade of advancement and each reappointment, the president in his recommendations to the Board of Trustees reexamines the usefulness of the candidate from the standpoint of the department and the college as a whole. (See preceding)

Initial appointment affords no guarantee of advancement. Promotion in rank is not automatic nor based primarily on seniority. Deserved promotions in rank are made if the resources of the college permit. Alternative minima for promotion are:

To be promoted from instructor to assistant professor:

1. have a master's degree, hold the rank of instructor for three years, and earn thirty semester hours of graduate work creditable to an advanced degree,
2. have a doctor's degree and hold the rank of instructor one year.

Also: evidence of professional growth, scholarly effort, superior teaching, and demonstrated usefulness and loyalty to the College.

To be promoted from assistant professor to associate professor:

1. have a master's degree, earn sixty additional semester hours of graduate work creditable to an advanced degree or complete the course work and other requirements except the dissertation for the doctor's degree, and hold the rank of assistant professor five years,
2. have a doctor's degree and hold the assistant professor's rank for three years.

Also: evidence of professional growth, scholarly effort, superior teaching, and demonstrated usefulness and loyalty to the College.

To be promoted from associate professor to professor:

1. have a doctor's degree and hold the associate professor's rank for five years.

Also: evidence of professional growth, scholarly effort, superior teaching, and demonstrated usefulness and loyalty to the College.

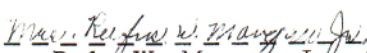
Trustee Mitchell made a second to this motion that was passed by unanimous vote.

A motion was made by Trustee Hatchett, seconded by Trustee Ahlf and passed by unanimous vote that Dr. Richard E. Yates be paid an honorarium in the amount of \$500.00 for work done by him in connection with the Short-term Session NDEA Institute for Advanced Study in History (Contract No. OE-6-44-004).

Mr. Harold D. Eidson, Business Manager, made a financial report to the Board.

Upon motion made by Trustee Sneed, seconded by Trustee Harper, and passed by unanimous vote, the meeting was adjourned.

  
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Louie H. Polk, Chairman

  
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Mrs. Rufus W. Morgan, Jr., Secretary