

January 25, 1951

The Board of Trustees, Arkansas State Teachers College, met in the President's office, Thursday, January 25, 1951, pursuant to legal call of the meeting by the Chairman. Members of the Board present were: Chairman R. A. Cox; Secretary Pauline Johnston; O. H. Parham, James S. Colvert, Dr. J. H. Flanagin and Silas D. Snow. Vice-Chairman Amis Guthridge was absent. President Nolen M. Irby and Business Manager Harold Eidson met with the Board.

After roll call, Chairman Cox announced a quorum. He then directed that the minutes of the last meeting be approved or disapproved. Trustee Snow made the motion that the minutes be approved as read. Trustee Johnston seconded the motion which carried unanimously.

The Chairman called for pending items of business. The Secretary read a letter from Guy Farris which stated that all scheduled college insurance had been placed with companies rated by Best as "AA" or better. Chairman Cox directed that the letter be incorporated into the minutes of the meeting. The letter follows:

January 22, 1951

Dr. Nolen M. Irby, President
Arkansas State Teachers College
Conway, Arkansas

Dear Sir:

Insurance expiring on the Teachers College schedule December 31, 1950, in the sum of \$807,553.34, has been renewed effective January 1, 1951, in compliance with the resolution of your board, in companies with a AA or better rating, as reflected by Best's statistical reports. The total amount of insurance under this schedule is in the amount of \$2,502,800.00.

The distribution of this insurance is in accordance with a prior resolution of your board, and is in the following agencies and amounts.

Walter Dunaway	\$381,230.00
Shaw & Co.	399,105.00
Ed Speaker	144,110.00
Charles Edwards	380,750.00
Raymond Price	240,230.00
Bahner & Co.	381,230.00
Guy R. Farris Agency	567,145.00

The above insurance is written for a three year period at 2½ annual rates.

Yours very truly,

GUY R. FARRIS AGENCY
BY: Guy R. Ferris

GRF/lmt

Business Manager Eidson presented the trial balance as of December 31, 1950, and explained the series of circumstances which have resulted in the need for rigid economy during the remainder of the biennium. He also presented the Budget Request as filed with the Legislative Council.

There were no other items of business pending.

The Chairman asked for new items of business. President Irby recommended changes in personnel as follows:

Leave of absence for A. E. Burdick - January 1, 1951 for one quarter without pay.

Leave of absence for John Lockhart for further study - January 26, 1951 for one year without pay.

Indefinite leave of absence for Mrs. Evelyn Douglas, R.N. to join her husband who is in the service - December 31, 1950.

Leave of absence for L. E. Bradfield for further study - on or about June 21, 1951 for one year without pay.

The nomination of Mrs. Grace Evelyn Cunningham, R.N. to succeed Mrs. Douglas, at a salary of \$101.00 per calendar month and meals and quarters - January 1, 1951.

The nomination of Raymond H. Carey to succeed John Lockhart, for the second semester, 1950-51 - beginning January 29, 1951, at a salary of \$275.00 per calendar month.

Trustee Colvert moved that the President's recommendations be accepted. Trustee Parham seconded the motion which carried unanimously.

Business Manager Eidson explained the new provisions of the Social Security Program as it affected college personnel. No action of the Board was necessary since the President had previously been authorized to sign the necessary agreements for and in behalf of the college. He then explained the new payroll form which required him to report for each employee total salary in money and in kind and to withhold federal income tax accordingly.

President Irby explained that, although certain employees were required to live on the campus for the convenience of the college, and in certain cases to take meals on the campus for the convenience of the college, the Bureau of Internal Revenue had directed that the withholding tax apply to rentals or meals of these employees. The personnel included in these categories included the President, all hosts and hostesses in the dormitories, the Dean of Women, the Campus Manager, the fireman, the College Nurse, the Cafeteria Manager, and the Dietitian.

Trustee Flanagan made the motion that the following persons be notified in writing by the President that their services as specified are required for the convenience of the Board of Trustees:

Nolen M. Irby, President, to live in the President's Home. \$48.00
 Helen Canaday, Dean of Women, to live on the campus. \$50.00
 Betty Christian, Dietitian, to take her meals on the campus. \$46.00
 R. J. DeSalvo, Manager of the Cafeteria, to take his meals on the campus. \$63.00
 Mrs. Mary F. Eaton, Supervisor, to live in the Home Management House. \$15.00
 Mrs. Madge Franklin, Assistant Hostess, to live in McAlister Hall Dormitory. \$46.00
 Mrs. Cecil Garrison, Hostess, to live in Veterans Dormitory. \$125.00
 Joe Ed Hicks, Host, to reside in Meadors Hall Dormitory. \$46.00
 Mrs. O. L. Hughes, Hostess, to reside in McAlister Hall Dormitory. \$133.00
 Mrs. V. N. Hukill, Hostess, to reside in Baridon Hall Dormitory. \$102.00
 Mrs. Howard Montgomery, Hostess, to reside in Doyne Hall Dormitory. \$133.00
 Mrs. Edith Reynolds, Hostess, to reside in Bernard Hall Dormitory. \$46.00
 Mrs. Lane Scott, Hostess, to reside in Corner Town Cottage. \$35.00
 Mr. R. W. Parker, Engineer, to reside on the campus. \$40.00
 Mr. G. C. Turner, Fireman, to reside on the campus. \$35.00
 Mrs. M. Felton, Hostess, to reside in Wingo Hall. \$94.00
 Mrs. Grace Evelyn Cunningham, College Nurse, to reside in the College Infirmary. \$46.00

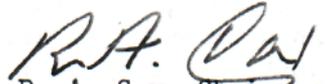
and that rentals or meals be the same as students would pay for the same facilities, and that rentals for that portion of the President's Home used by him and his family be fixed at \$48.00 per calendar month.

Trustee Snow seconded the motion which carried unanimously.

Chairman Cox submitted his resignation as Chairman of the Board of Trustees, but after general discussion, Trustee Snow made the motion that the resignation be not accepted. Trustee Johnston seconded the motion which carried unanimously.

Trustee Colvert made the motion that President Irby be authorized to sign contracts with federal governmental agencies for special service schools. Trustee Johnston seconded the motion which carried unanimously.

There being no further business, the Board adjourned until legally called into session again.


R. A. Cox, Chairman


Mrs. Pauline Johnston, Secretary