

September 23, 1952

The Board of Trustees, Arkansas State Teachers College, met in the President's Office, Tuesday, September 23, 1952, pursuant to legal call of the meeting by the Chairman. The following members were present: Dr. J. H. Flanagan, Chairman; Silas D. Snow, Vice-Chairman; James S. Colvert, Secretary; Otis H. Parham; Mrs. Rufus W. Morgan, Jr.; and Carl H. Brown. Trustee Harry S. Ashmore was absent because of two weeks active duty with the Infantry at Camp Chaffee.

President Irby met with the Board.

Chairman Flanagan declared a quorum and asked that the Board of Trustees proceed in its consideration of such matters as should legally be acted upon at this meeting.

Trustee Snow made the motion that the minutes of the last meeting be approved. Trustee Parham seconded the motion which carried un-animously.

Chairman Flanagan asked that matters of old or pending business be presented.

President Irby reported that the repairs on Baridon Hall cost \$3722.43 and on the Green Building \$1790.49 and that the fifteen pianos purchased from Busch Music Company at a cash outlay of \$7277.70 had been delivered and are now in use. He also reported that the Ford Foundation had sent the college checks for \$35,000.00 for salary and \$500.00 for cost of communication, and that an undetermined amount of some \$20,000.00 to \$25,000.00 will probably be sent for the purchase of equipment at a later date.

Chairman Flanagan then asked for a consideration of bids for air conditioning seven offices and the college auditorium.

Bids were read from;

- (a) Berlin Wilson Company
 - For the offices - - - - - \$4785.00
 - For the auditorium - - - - - 16,200.00
 - With a reduction of \$235.00 if the bidder were awarded both contracts.
- (b) General Air Conditioning Corporation
 - For the offices - - - - - \$3879.50
 - For the Auditorium - - - - - 19,900.00
- (c) Conway Refrigeration Company
 - For the offices - - - - - \$6174.00
 - (or with certain omissions) - - - - - 6085.00

After general discussion, Trustee Colvert made the motion that all received bids be rejected, that an engineer be employed to advise the Board on purchases, and that a call be made for new sealed bids to be presented to the Board in called session, November 25, 1952, that installation in the auditorium be first considered and if and when funds are available to first condition the auditorium and later the offices. Trustee Brown seconded the motion which carried unanimously.

President Irby presented enrollment data in all phases of the college on September 23, 1952 as follows:

- a. Regular - - - - - 950 (71 off from last year at same time)
- b. Saturday - - - - - 248
- c. Graduate (U. of A) - - - - 45
- d. Training School - - - - - 130
- e. Nursery School - - - - - 25
- f. Kindergarten - - - - - -30
- g. Adult Education - - - - - 75
- - - - -
- TOTAL - - - - 1503

Chairman Flanagan declared that there were no other items of business pending and asked for new items of business.

Trustee Colvert made the motion that college advertisement be placed only in publications of large and general circulation. Trustee Morgan seconded the motion which carried unanimously.

Chairman Flanagan asked for a rising vote of thanks and appreciation to Trustee Morgan for her successful efforts in securing pavements for the college at no cost to the institution and stated that the paving is now in process.

President Irby recommended changes in personnell as follows:

The election of

1. Dr. Phyllis Bultmann as Acting Dean of Women as of September 1, 1952 at \$300.00 per calendar month.
2. Inez Hartsoe, Acting Instructor in Biology as of September 6, 1952 at \$262.50 per calendar month.
3. Robert H. Carter, Manager of College Book Store, as of August 15, 1952 at \$300.00 per calendar month and 5% of net income as bonus at end of fiscal year.
4. Dr. Harold Shapiro, Associate Professor in Sociology and Economics as of September 1, 1952 at \$350.00 per calendar month.
5. Mrs. J. T. Carter, Assistant Postmaster, as of September 1, 1952 at \$50.00 per calendar month.
6. Robert L. Lancaster, Instructor in Art, as of September 1, 1952 at \$262.50 per calendar month.
7. Allen Robinette, Laboratory Assistant, at \$75.00 per calendar month for two semesters only.
8. Howard Putnam, Assistant Professor in Geography, as of September 1, 1952 at \$325.00 per calendar month (Ford money)
9. John Handley, Assistant Professor in English, as of September 1, 1952 at \$354.16 per calendar month (Ford money)
10. Tom Copeland, Instructor in English, as of September 12, 1952 at \$312.50 per calendar month. Replaced Pat White, resigned.
11. Paul Coleman, Instructor in Physical Education, as of September 1, 1952 at \$300.00 per calendar month.

changes in pay status of

1. Imon E. Bruce from \$367.50 to \$407.50 as of September 1, 1952 (difference paid by University of Arkansas)
2. G. C. Turner, Engineer, from \$50.00 to \$75.00 per calendar month as of September 1, 1952.
3. Mrs. G. C. Turner, Assistant Engineer, from \$25.00 to \$75.00 per calendar month as of September 1, 1952 of which \$25.00 is to be charged for rent.

(These changes ("2" and "3") do not increase our costs over last year and enables them to qualify for social security)

4. Gene Hatfield from \$262.50 to \$333.33 per calendar month as of September 1, 1952 (Ford money)

acceptances of leaves of absence and resignations :

1. O. L. White resigned as of September 1, 1952 to accept Head of Department of English at Arkansas State College.

2. C. P. Foote, resigned as of September 1, 1952 to accept employment in business.
3. Robert Mosley requests sick leave for all or part of the first semester.
4. Helen Canaday requests leave of absence as of September 15, 1952 to attend graduate school.

Trustee Brown made the motion that the recommendations be accepted and that sick leaves for instructional or administrative personnel be allowed without loss of pay for two months and with loss of one-half pay for a longer period and that cases be reviewed at the end of each semester except when replacement was necessary in which circumstances in each case would be given individual consideration. Trustee Colvert seconded the motion which carried unanimously.

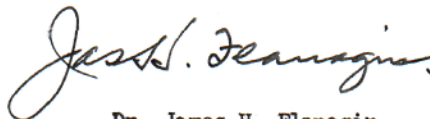
After a general discussion of furniture needs on the campus Trustee Snow made the motion that the President be instructed to purchase furniture for Meadors Hall as soon as funds are available. Trustee Brown seconded the motion which carried unanimously.

Trustee Brown made the motion that the business manager be authorized to sell as is and where is unused trailers and service units on the campus and at the value appraised by the administration. Trustee Parham seconded the motion which carried unanimously.

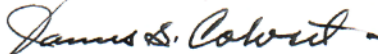
The trial balances for the months of July and August were presented.

There followed a general discussion of potential sources of revenue for the college but no action was taken.

There being no further business, the meeting was declared adjourned to meet at the call of the Chairman.



Dr. James H. Flanagin
Chairman



James S. Colvert
Secretary