

The Board of Trustees of The Arkansas State Teachers College met in the President's office, Arkansas State Teachers College, Conway, Arkansas, Tuesday, July 30, 1957 pursuant to legal call of the meeting by the Chairman. The following members were present: Dr. John W. Sneed, Jr., Chairman; Louie H. Polk, Vice-Chairman; Harry S. Ashmore; Sam E. Adkisson and Dr. Dee W. Halbrook.

President Snow met with the Board.

Chairman, Dr. John W. Sneed, Jr., directed roll call and declared a quorum present and called a meeting into formal session.

Minutes of the last meeting of the Board were approved as read.

Chairman Sneed called for any items of old or pending business.

President Snow reported that the U. S. Corps of Engineers had stated that plans for the Army Reserve Building were being redesigned and actual construction was scheduled to begin in September, 1957.

Members of the Board, Dean Burdick and President Snow toured the Student Center Building which is under construction. Mr. W. E. Beard, Architect's Supervisor and Engineer, assured the group that the building would be completed on schedule and readied for occupancy September 6, 1957.

A motion was made by Trustee Ashmore, seconded by Trustee Adkisson that a bid submitted by The R. B. Nabholz Construction Company of Conway, Arkansas to construct a sidewalk 10' by 241' (2410 sq. ft) for the sum of nine hundred sixty four dollars (\$964.00) be approved. The motion passed unanimously.

President Snow reported that the college had received word from Mr. Marak, Field Representative for the Federal Housing and Home Finance Agency, that a loan application for \$325,000.00 to erect a 116 man dormitory had been approved by the Fort Worth, Texas Regional Office and forwarded to the national office in Washington, D. C. Senator William J. Fulbright has been contacted for help and information concerning the pending loan application in the national office.

President Snow reported dormitory reservations for fall registration and enrollment indicate an enrollment of approximately 1300 regular students. Reservations on June 30, 1957 were well ahead of those on the corresponding date in 1956.

Trustee Polk made a motion that the following requests for leave of absence be approved:

1. Miss Mary Jane Scott, Professor and Head Department of Home Economics, to do additional graduate work at the University of Tennessee - September 7, 1957 to June 30, 1958.
2. Carl Forsberg, Associate Professor of Music, to do additional graduate work at Indiana University - September 1, 1957 to June 30, 1958.
3. Miss Jacqueline DeCamp, Assistant Professor of English, to do additional graduate work at Northwestern University - September 1, 1957 to June 30, 1958.

Trustee Halbrook seconded the motion and it was passed unanimously.

A motion was made by Trustee Halbrook, seconded by Trustee Adkisson and unanimously passed by the Board that the following resignations be accepted.

1. Mrs. Mildred Dralle, Teacher of Intermediate Grades, effective September 1, 1957 - to attend graduate school.
2. Mrs. Esther White, Instructor of Physical Education, effective September 1, 1957 - to teach in another state.
3. Mrs. J. D. Henry, hostess in Doyme Hall, effective September 1, 1957 - she and her family will move into their new home.

Trustee Adkisson made a motion that the following recommended persons be elected, change in rank and salary adjustments be approved:

1. Ernest A. Thomas, Head Librarian, July 1, 1957, at a salary of \$541.66 per calendar month.
2. Robert P. Burke, Instructor of English, September 1, 1957, at a salary of \$458.33 per calendar month.
3. Frank Hancock, Instructor of Speech, September 1, 1957, at a salary of \$350.00 per calendar month for 9 months - September 1, 1957 to May 31, 1958.
4. Mrs. Jerry Lee Harcrow, Nurse, June 1, 1957 at \$200.00 per calendar month, plus quarters for self and family.
5. Mrs. Fletcher Lowry, Hostess Doyme Hall, September 1, 1957 at a salary of \$125.00 per calendar month, plus quarters for self and family.
6. Miss Barbara Maxwell, Instructor of Women's Physical Education, September 1, 1957, at a salary of \$375.00 per calendar month.
7. Mrs. Dura McEachern, Home Economics, September 1, 1957 at a salary of \$400.00 per calendar month - for ten months.
8. Miss Virginia Sue Evans, Instructor of Music, September 1, 1957 at a salary of \$400.00 per calendar month - for ten months.
9. Mrs. Arthur L. Henze, Teacher of 6th grade, Demonstration School, September 1, 1957 at a salary of \$333.33 per calendar month.
10. Mrs. Hester Crafton, teacher of 4th grade, Demonstration School, September 1, 1957, at a salary of \$333.33 per calendar month.
11. Mrs. Mary Elam, Instructor of Business Education, for second five weeks summer term of 1957, at \$80.00 per week.
12. Miss Mary Burton, Teacher of 2nd Grade, Demonstration School, September 1, 1957, at a salary of \$333.33 per calendar month.
13. Miss Marguerite Silaz, Teacher of 3rd Grade, Demonstration School, September 1, 1957 at a salary of \$333.33 per calendar month.
14. Miss Mary Ann Clifton, Library Science, for second five weeks summer term of 1957 at \$80.00 per week.
15. Miss Annie Maude McCorvey, Home Economics Department, for both summer terms of 1957 at \$80.00 per week.
16. Mrs. Walter Scales, Speech Department for first summer term of 1957 at \$80.00 pwe week.
17. C. E. McMeans, Music Department, for first five weeks summer term of 1957 at \$80.00 per week.
18. Mrs. Doris Morse, Circulation Assistant in Library, both summer terms of 1957 at \$60.00 per week.
19. Dr. Robert W. Shideler, Physical Science Department, both summer terms of 1957 at \$100.00 per week.
20. Mrs. Inza Weedman, Art Department, both summer terms of 1957 at \$80.00 per week instead of Miss Irma Pendergrass who was elected and could not teach this summer.



Glenn Powers, Assistant Professor of Physical Science, returns from leave of absence and returns to the payroll July 8, 1957.

The rank of Miss Christine Calvert be changed to Assistant Professor of Home Economics. She has had five years of service and has fourteen hours above the Masters Degree.

Effective July 1, 1957 the following salaries be adjusted:

1. Change salary of Harvel Wright, Instructor of Physical Science, from \$395.93 to \$416.66 per calendar month.
2. Change salary of Dr. Neal D. Buffaloe, Professor and Head Department of Biology, from \$520.00 to \$541.66 per calendar month.
3. Change salary of Charles V. Robinette, Professor of Biology, from \$734.68 for two months (July and August) to \$541.66 per month for the two months.

Trustee Halbrook seconded the motion. The motion was passed unanimously by the Board.

A motion by Trustee Ashmore and seconded by Trustee Polk was made to establish the compulsory retirement age for all employees (professional and non-professional) of The Arkansas State Teachers College at sixty-five years, but to permit any employee to apply by letter for another year's appointment, subject to the recommendation of the President of the College and election by the Board of Trustees. The motion passed unanimously.

President Snow recommended the election of Miss Evie Shaw to the position of Assistant Librarian for one year at a salary of \$312.50 per calendar month beginning July 1, 1957 and ending June 30, 1958. (Miss Shaw attained the age of 65 November 14, 1956). Trustee Polk made a motion that this recommendation be approved by the Board. Trustee Halbrook seconded the motion and it passed unanimously.

Trustee Ashmore moved that that part of the motion concerning Social Security passed by the Board of Trustees in March 1956, reading - "the employees" matching part for the year 1956 be paid by the college" be rescinded. This motion was seconded by Trustee Halbrook and passed Unanimously by the Board. (This action was necessary after having been advised by the State Comptroller that a Federal regulation pertaining to Social Security would not permit the employing agency to pay the employee's matching part

A motion to authorize the college to pay matching Social Security funds for all employees currently on the payroll July 1, 1957 and to establish the effective Social Security coverage as of January 1, 1956 was made by Trustee Adkisson, seconded by Trustee Halbrook and subsequently passed with a unanimous vote.

Trustee Polk moved that the business manager of the college be authorized to establish a ~~temporary~~ loan fund upon which college employees may draw to cover back Social Security payments. This loan fund to be liquidated by repayments by June 30, 1958. Trustee Adkisson seconded this motion and it passed unanimously.

A motion was made by Trustee Polk to approve a new set of dormitory regulations for girls recommended to President Snow and the Board of Trustees by Mrs. R. W. Reynolds, Mrs. R. F. McKelvy, Mrs. Marjorie Meyer, Mrs. Madge Franklin, Mrs. Opal Walters, Mrs. Fay Bonds, Mrs. W. C. Ferguson, Dr. B. A. Lewis, Dr. James Sylar and Dean A. E. Burdick. The motion was seconded by Trustee Ashmore and passed unanimously. The new regulations are as follows:

1. The following hours will be observed by Freshman girls one semester

Tuesday and Thursday	8:00 P. M.
Sunday, Monday and Wednesday	10:00 P. M.
Friday and Saturday	11:00 P. M.

2. The following hours will be observed by upper class girls:

Sunday through Thursday	10:00 P. M.
Friday and Saturday	12:00 P. M.

3. Any upper class young woman whose grade point average drops below 2.00 will observe Freshman hours until her grade point average is raised.

4. Late permission will be granted by the Director of Women's Activities on Friday and Saturday nights for special events and on other nights for designated college functions.

Clarification of points in dormitory recommendations.

Point 1. In the past our Freshman girls have been allowed to be out every night of the week. The hours were 10 P. M. Sunday through Thursday and 11:30 P. M. on Friday and Saturday. The committee is recommending that the hour on Friday and Saturday be lowered one half hour and that the girls be in the dormitory two hours earlier than the other week nights on Tuesday and Thursday. These days were chosen because the following days are heavy and the committee felt it would be good to have the girls in to study the night before.

Point 2. These hours for Bernard Hall remain as they have been in the past except for the provisions made in Point 3.

Point 3. The committee felt that not only Freshman girls but also upper class girls should be limited when grades become low. They are making this recommendation to apply only to those whose grade point average drops below 2.00. If it does drop below; that girl will be under Freshman regulations.

Point 4. The recommendation remains the same except for the limit of Friday and Saturday nights.

President Snow reviewed the new State travel regulations, effective July 1, 1957. The most significant changes were as follows: Employees of State agencies traveling in privately owned vehicles are to be paid at the rate of 7¢ per mile instead of 6¢. Daily allowances for in-state lodging and meals when occurring at places or points removed from designated home office or location of State agency to be raised from a total of \$6.00 to \$7.50 and out of state from \$12.00 to \$15.00. Memphis and Texarkana to be classified as in-state travel. Storage charges for State owned vehicles is reimbursable. Receipt for lodging and storage of state owned vehicles are required to be filed

President Snow reviewed a tentative time schedule for a self survey preparatory to official examination by the North Central Association of the Master of Science in Education program during the summer of 1958.

A review of the student teaching program in the public schools of Arkansas was presented by President Snow. The Board was unanimous in its approval of this program.

Trustee Ashmore made a motion; which was seconded by Trustee Halbrook and passed unanimously by the Board that effective August 1, 1957 the Head of the Biology Department (Dr. Neal D. Buffaloe) and the Dean of the College (Dr. A. E. Burdick) be authorized to receive and dispense tax-free alcohol, sign and execute all documents in connection with this permit.

A motion was made by Trustee Adkisson, seconded by Trustee Ashmore that the college stop the payment of \$2.00 per month per person to help pay for the group insurance carried by all employees. The motion to be effective July 1, 1957 was passed unanimously.



Trustee Halbrook made a motion, which was seconded by Trustee Polk and passed unanimously by the Board that The Arkansas State Teachers College enter into a ninety-nine year land lease agreement with the Conway Kiwanis Club for a piece of property described below. The land lease agreement reads as follows:

L-E-A-S-E

The following contract and lease this day made and entered into by and between The Kiwanis Club of Conway, Arkansas, Inc., hereinafter called Lessor, and Arkansas State Teachers College, hereinafter called Lessee, WITNESSETH:

For and in consideration of the sum of One Dollar and upon the conditions hereinafter set forth, Lessor does hereby lease and let unto Lessee the following real property, owned by Lessor, and situated in Faulkner County, Arkansas, to-wit:

Beginning at a point Eight (8) chains North of the Southwest corner of the Southeast Quarter (SE1/4) of the Northwest Quarter (NW1/4) of Section Thirty-Four (34), Township Eight (8) North, Range Fourteen (14) West, and run thence North Twelve (12) chains to the Northeast corner of said Southeast Quarter (SE1/4) of the Northwest Quarter (NW1/4) of Section Thirty-Four (34), Township Eight (8) North, Range Fourteen (14) West; Thence West Fourteen (14) chains to the high water mark on the West bank of Cove Creek; thence South Thirty and Twenty-Five/Hundredths (30.25) degrees East Thirteen and Ninety/Hundredths (13.90) chains along the high water mark on the West bank of said Cove Creek to a point due West of the point of beginning; Thence East Seven (7) chains to the point of beginning, and containing in the aggregate Twelve and Six/Tenths (12.6) acres, more or less; Also a right of way and easement across the lands of William Young and Lois Young, as heretofore used and in existence, said right of way to be Eighteen (18) feet in width and to run from the present State Highway No. 25 West to the above described lands, said right of way to be improved by Lessee; Also, an easement to use, for swimming and boating and other similar purposes, all other portions of said Cove Creek owned by said William Young and Lois Young;

Reserving unto said William Young and Lois Young, however, an easement across the above described lands for the sole purpose of watering livestock and of grazing not more than six (6) calves and yearlings, during the lifetime of said William Young and Lois Young;

For a term of Ninety-Nine (99) years beginning on the first day of August 1957, and ending on the 31st day of July, 2056.

It is hereby expressly understood and agreed that Lessee takes all of said property in the condition same is now in and that any repairs, improvements, replacements or betterments made upon the presently existing buildings or structures, or placed upon said lands, shall be made and done at the sole expense of Lessee, and that Lessee will surrender unto Lessor at the expiration of the term of this lease the quiet and peaceable possession of said lands, including any and all repairs, improvements, replacements or betterments made or done by Lessee, in as good condition as same are now in, ordinary wear and tear alone being excepted.

Lessee further agrees and promises to pay any and all taxes and special assessments levied against said property during the term of this lease and to keep all of the buildings and structures now or hereafter located upon said lands adequately insured, during the term hereof, against loss or damage by fire, windstorm and extended coverage insurance in such reliable insurance company or companies as it may choose, and to pay the premiums therefor.

This lease shall not be assigned nor the premises sub-let during the term hereof without the prior written consent of Lessor being endorsed hereon.

IN WITNESS WHEREOF, this lease is executed in duplicate in the name and on behalf of The Kiwanis Club of Conway, Arkansas, Inc., by its president and attested by its secretary, both of whom have been heretofore duly authorized by resolution duly adopted by its members on the 3rd day of July, 1957, and same is hereby accepted for and in behalf of Arkansas State Teachers College by the President of its Board of Trustees and attested by the Secretary of such Board of Trustees, both of whom are duly authorized by resolution of said Board of Trustees adopted this 30th day of July 1957.

THE KIWANIS CLUB OF CONWAY, ARKANSAS, INC  
By /s/ Graham Nixon  
Its President

Attest: /s/ Robert W. Henry  
Its Secretary

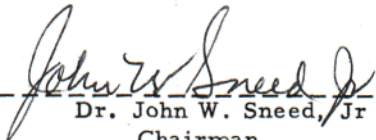
ARKANSAS STATE TEACHERS COLLEGE  
By /s/ John W. Sneed, Jr  
President of its Board of Trustees

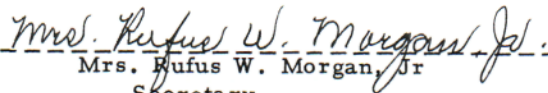
Attest: Mrs. Rufus W. Morgan, Jr  
Secretary of its Board of Trustees

A review of the college insurance program was postponed to a later meeting of the Board.

In the absence of business manager, Harold Eidson, complete financial reports were distributed to all members of the Board.

There being no further business Trustee Halbrook made the motion that the meeting adjourn. Trustee Polk seconded the motion which was passed unanimously.

  
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Dr. John W. Sneed, Jr  
Chairman

  
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Mrs. Rufus W. Morgan, Jr  
Secretary