The Board of Trustees of The Arkansas State Teachers College met in the President's office, Thursday, December 15, 1960, pursuant to legal call of the meeting by the Chairman. The following members were present: Dr. John W. Sneed, Jr., Chairman, Dr. Dee W. Halbrook, J.C. Mitchell, C. W. Harper and Sam Adkisson. Absent: Mrs. Rufus W. Morgan, Jr., Secretary, and Louie H. Polk. Silas D. Snow, President of the College, met with the Board.

Chairman Sneed directed roll call and declared a quorum present and called the meeting into formal session.

Minutes of the last meeting of the Board were approved.

A motion was made by Trustee Halbrook, seconded by Trustee Adkisson and unanimously passed by the Board that the following calendar for the year 1961-62 be approved:

**CALENDAR, 1961-62**

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<th>1961</th>
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**FIRST SEMESTER**

September 11--January 27

- **September 11-13** Monday-Wednesday Orientation and Registration
- **September 14** Thursday Instruction begins
- **September 16** Saturday Registration for Saturday classes
- **September 23** Saturday Late Registration & change of classification period ends
- **November 1** Wednesday Recess for AEA Convention begins at end of day
- **November 6** Monday Instruction resumes
- **November 22** Wednesday Recess for Thanksgiving begins at noon
- **December 16** Saturday Instruction resumes
- **January 2** Tuesday Recess for Christmas begins at end of day
- **January 22-27** Monday-Saturday Semester examinations
Trustee Mitchell made a motion seconded by Trustee Harper that the new women's dormitory be named the G. Y. Short Dormitory. The motion was unanimously passed by the Board.

The motion was made by Trustee Halbrook that hereafter no college owned building will be named for any living person. This motion was seconded by Trustee Mitchell and unanimously passed by the Board.

President Snow presented a progress report to the Board concerning the appropriation request and the state building fund program.
A motion by Trustee Mitchell, seconded by Trustee Harper stated that all students under twenty-one years of age are required to live on the campus in college owned residence halls so long as space is available. Exceptions will be made for local residents and commuters. Students who plan to live with near relatives must obtain approval from the College Director of Housing. The Board unanimously passed the motion.

President Snow recommended the election of the following personnel:

1. Mrs. Arthur Henze, transfer from Demonstration School teacher to Instructor of English, effective September 1, 1960, @ an annual salary of $4200 for nine months.

2. Mr. Paul Pickhardt, part-time Instructor of Foreign Language, effective September 6, 1960, for a period of nine months, @ an annual salary of $2160.

3. Mrs. Doris Sams, Teacher in Demonstration School, effective September 1, 1960, @ an annual salary of $3300 for a period of nine months.

4. Mrs. Marian Lee Turner, Bookkeeper, effective September 27, 1960, @ an annual salary of $1800.

5. Mrs. Geneva Hickmon, Cashier, effective September 26, 1960, @ an annual salary of $2400.

6. Bob Dempsey, Assistant Purchasing Agent, effective September 1, 1960, @ an annual salary of $3600.

Upon motion of Trustee Adkisson, seconded by Trustee Halbrook and unanimously passed by the Board the above listed personnel were elected.

President Snow introduced Mr. William Farris, chairman of the insurance agencies located in Conway. Mr. Farris recommended the conversion of the college insurance program from ninety percent blanket actual cash value coverage to one-hundred percent replacement cost coverage. Trustee Halbrook made a motion seconded by Trustee Harper that the recommendation of Mr. Farris be accepted. The motion was unanimously passed by the Board.

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

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