

April 8, 1942

The Board of Trustees, Arkansas State Teachers College, met in Room 1414, McGehee Hotel, Little Rock, Arkansas, at 10:30 a.m. Wednesday, April 8, 1942, pursuant to written notice authorized by Chairman Bachelor.

The following members of the Board were present: George Bachelor, chairman; Bruce Kendall, Secretary; J. T. Bateman; R. A. Cox; Mrs. George F. McKinney and Dr. A. M. Elton. Absent: Chas Maze.

President Irby was also present.

Chairman Bachelor announced a quorum and after the reading and approval of the minutes of the previous meeting of the Board, declared the Board ready for business.

Trustee Kendall made a motion which was seconded by Trustee Elton that the Board accept the action of President Irby in fixing the salary of Dean W. C. Ferguson at \$227.50 per month until July 1, 1942; Mrs. Leslie P. Bigelow, as acting Dean of Women, at \$148.00 per month until July 1, 1942; accept resignation of Mrs. Mary Richardson, Hostess Bernard Hall; and temporary assignment of Miss Nell McGregor as her successor; and grant George Connell, High School Supervisor, a three year leave of absence as of March 7, 1942. Arrangements as to his salary and position when he returns to the college are to be left to be determined by conditions that exist at his return. The motion carried.

Trustee Elton made a motion which was seconded by Trustee McKinney that President Irby should receive the pay for the use of servants quarters at the President's Home to apply on his own rental of the Home. The motion carried.

The Board unanimously passed a resolution giving President Irby authority to determine salary adjustment in the case of staff members who are absent from duty because of illness or other reasons and that the price of board for students in the Commons for next year is left entirely to the administration at the college.

Trustee McKinney made a motion which was seconded by Trustee Elton that a major in Business Education be offered at the college. The motion carried.

The Board accepted the report of President Irby that the experiment of a cooperative undertaken on the campus for girls from needy families has not proved to be an unqualified success. Five or six girls from the total have been sent home this year for conduct which the college could not permit. The general morale of the girls has not been very high due to considerable bickerings and minor quarrels among themselves. The cooperative should be maintained at least one other year to see whether or not it can be continued without too much difficulty.

Trustee Kendall made a motion which was seconded by Trustee Elton that Miss Daisy Bruce be elected as secretary in the Extension Department at a salary of \$75.00 per month, effective from March 2, 1942 to July 1, 1942, to succeed Mrs. Ethelyn Dollar, resigned. The motion carried.

Trustee Cox made a motion which was seconded by Trustee Kendall that President Irby and Chairman Bachelor be authorized to enter into contract with the Board of Directors of the Conway School District for the training of practice teachers in the local schools. The motion carried.

Trustee Elton made a motion which was seconded by Trustee Kendall that the personnel committee composed of Chairman Bachelor, Trustee Cox and President Irby be authorized to fill vacancies, if such occur in college personnel, considerably in advance of either regular or special meeting of the Board. The motion carried.

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Applications for the position as Hostess in Bernard Hall were presented to the Board. Trustee Kendall made a motion which was seconded by Trustee Elton that no additional hostess be employed until it is determined what the enrollment is going to be next year. The motion carried.

The Chairman announced that it will be the policy of the Board to work with the Federal Government and assist in every way possible in the housing of soldiers in Doyme Hall if such request is made by the Federal Government, and appointed the following committee to act with the Federal Government for the college: Trustee Bachelor, Trustee Cox and President Irby.

Trustee Cox made a motion which was seconded by Trustee Kendall that President Irby accept the invitation of the Kellogg Foundation to attend the Foundation's expense a school for college presidents at Kalamazoo, Michigan, for two weeks beginning on June 14, and accept the invitation of Peabody College to conduct a meeting of officials from all the Southern States on that campus on July 24 at the expense of the college. The motion carried.

Trustee Cox made a motion which was seconded by Trustee McKinney that the college not buy films which are now in the film library on the campus from Erpie Classroom Films, Inc., but to pay annually rental fees regularly charged for the use of these films in other schools in the State and that Erpie Inc., is to be notified that this rental fee is not to apply on the purchase of the film library, but to be applied only for rental. The motion carried.

Trustee Kendall made a motion which was seconded by Trustee Bateman that the Board disallow a claim of Turner McCoy for \$129.32 until further evidence is presented that it is an obligation of the college. The motion carried.

Trustee Kendall made a motion which was seconded by Trustee Elton that President Irby notify Mr. and Mrs. Jo Frauenthal that due to financial conditions of the college it is impossible at this time to purchase the 14 lots about the President's Home now owned by Colonel McAlister. The motion carried.

Trustee Kendall made a motion which was seconded by Trustee McKinney that President Irby arrange for bids for the sale of the old heat plant located on the campus of the college. The motion carried.

Trustee Cox made a motion which was seconded by Trustee Kendall that the Board adopt the policy of retiring all members of the instructional staff who reach or have reached the age of sixty-five, or who are unable to perform their duties due to physical disabilities, and to give such people a three year leave of absence, without pay, if they so request. The motion carried.

The Board adjourned at 12:30 for lunch at the McGehee Hotel.

The Board reassembled after lunch and Chairman Bachelor directed that the order of business be resumed.

After a discussion of the athletic situation Trustee Kendall made a motion which was seconded by Trustee Cox that the college pay for uniforms up to \$1100.00 if the uniforms can be secured in addition to the amount budgeted for athletics, 1942-43. If the uniforms cannot be secured the \$1100.00 is not to go into the athletic budget. The motion carried.

Trustee Kendall made a motion which was seconded by Trustee Cox that the Board reject the boiler insurance written by Bahner Company in as much as he had not been authorized to write such policy, and that boiler insurance be left to the discretion of Chairman Bachelor and President Irby. The motion carried.

Trustee Elton made a motion which was seconded by Trustee McKinney that the salary of Connie Lee Springer be increased to \$125.00 per month beginning September 1, 1942 and the assignment of her duties be left to President Irby. The motion carried.

Trustee Kendall made a motion which was seconded by Trustee McKinney that Mr. Dan Estes be made Dean of Men instead of acting Dean of Men, to be effective May 9, 1942. The motion carried.

After a complete discussion of budget and personnel for 1942-43, Trustee Kendall made a motion that the following budget be approved and that the following named persons be employed for the positions indicated and at the monthly salary indicated; that all contracts for 1942-43 scholastic year terminate June 30, 1943, and that although the Board will make every effort to pay all salaries in full, it cannot guarantee the payment of the June 1943 salary to any person in the employ of the college. Trustee Cox seconded the motion which carried unanimously.

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	Fiscal Year 1941-42	9 Months Ending 4/1/42	Fiscal Year 1942-43
<u>Estimated Income:</u>			
Ad Valorem Tax	74,021.43	48,856.54	76,000.00
Sales Tax	14,700.00	14,297.19	17,000.00
Cigaret Tax	29,500.00	25,615.24	32,000.00
Matriculation Fees	28,993.60	19,848.57	21,500.00
Laboratory Fees	11,000.00	8,232.77	9,000.00
Ext. Dept. Fees	11,200.00	10,140.57	11,500.00
Health Fees	2,000.00	1,619.55	1,500.00
Diploma Fees	1,100.00	650.00	900.00
Misc'l Fees	750.00	383.61	500.00
Dormitory Rents	33,000.00	20,884.21	25,000.00
Building Fees	16,000.00	13,401.55	14,000.00
Dining Hall Receipts	51,000.00	37,114.23	42,000.00
Farm Receipts	10,000.00	7,641.92	10,000.00
Gate Receipts	2,751.60	3,006.22	2,500.00
C. A. A. Fees	2,000.00	5,652.60	4,000.00
	290,016.63	217,537.02	267,400.00
<u>Estimated Expenditures:</u>			
Debt Service Requirements	55,280.00	39,443.41	62,959.43
Admr. Salaries	14,453.00	9,649.83	13,469.76
Expense	5,375.00	3,607.36	4,500.00
Instructional: Salaries	74,790.00	54,542.66	65,339.72
Expense	7,870.00	7,131.34	5,000.00
Library Expense	8,613.00	6,658.24	7,156.00
Ext. Dept. Expense	11,090.00	8,172.52	10,000.00
Bldg. & Grounds Expense	19,850.00	16,988.03	24,000.00
Athletics	10,000.00	12,079.52	6,000.00
Student Activity	4,000.00	1,294.35	4,500.00
Transfers-Tax Assess. & Aud.	4,239.43		
Dormitory Expense	13,500.00	11,022.49	10,000.00
Dining Hall	49,000.00	37,712.58	42,000.00
Farm Expense	10,000.00	8,610.18	10,000.00
Capital Outlay	1,000.00	1,225.20	1,000.00
	289,060.43	218,137.71	265,924.91
Total		218,137.71	
	3/4	218,137.71	
	4/4	290,850.28	

The following persons are recommended for election next year for the position indicated and at the indicated salary:

Nolen M. Irby, President	\$333.33 per month
W. C. Ferguson, Dean of the College and Assoc. Professor in Physical Science	227.50 " "
G. Y. Short, Registrar	170.00 " "
Guy E. Smith, Business Manager	184.00 " "
D. D. McBrien, Head, Dept. of History	217.58 " "
O. D. Smith, Head, Dept. of Vocational Agri.	217.58 " "
H. L. Minton, Head, Dept. of Geography	217.58 " "
L. P. Bigelow, Head, Dept. of English	217.58 " "
G. Dan Estes, Head, Dept. of Mathematics and Dean of Men	214.00 " "
E. E. Cordrey, Head, Dept. of Phys. Science	214.00 " "
Flora A. Haas, Head, Dept. of Biological Science	176.00 " "
Ada Jane Harvey, Head, Dept. of Languages	176.00 " "
Maude Carmichael, Head, Dept. of Sociology and Economics	176.00 " "
Frederick Eby, Head, Dept. of Education	176.00 " "
C. V. Robinette, Assoc. Prof. of Biology	170.00 " "
E. L. Higgins, Prof. of Hist. & Political Science	170.00 " "
J. B. Wilson, Asst. Prof. of English	170.00 " "
L. T. Roberts, Head, Dept. of Physical Educ.	175.00 " " plus quarters and 2 meals daily for family
Constance Mitchell, Librarian	152.00 per month
A.E. Burdick, Asst. Prof. of Soc. & Economics	170.00 " " be- ginning September 1, 1942
Louis Cooper, Director of Training School	170.00 per month be- ginning September 1, 1942
Mrs. A. J. Boardman, Supervisor	148.00 per month
Mattie Sanders, Supervisor	148.00 " "
Daisy H. Dickerman, Assoc. Prof. of Educ.	148.00 " "
Zona Ellen Smith, Director Phys. Educ. for Women	148.00 " "
Verna Chrisler, Supervisor	148.00 " "
Marie Schichtl, Head, Dept. of Art	148.00 " "
Mrs. Ila M. Newbern, Dean of Women	148.00 " " plus double apt. in Wingo Hall
Rosa Walker, Supervisor, Home Economics	146.66 per month
Marietta Sharp, Supervisor Home Economics	146.66 " "
Ellodee Davis, Supervisor, Home Economics	146.66 " "
Jessie Mae Parker, Supervisor, Home Economics	58.33 " "
Evie Shaw, Assistant Librarian	111.00 " "
Anna Carol Fults, Head, Dept. of Home Economics	146.66 " "
Assistant in Math & Science	148.00 " "
Assistant in English	148.00 " "
Ora Blackmun, Assistant in English	148.00 " "
Dr. Louis Dunaway, College Physician	40.00 " "
Mrs. William Little, Music Supervisor in High School	Fees Only 66.66 " "
Connie Lee Springer, Secty. to President	125.00 " " be- ginning September 1, 1942
H. D. Baldrige, Supt. Bldgs & Grounds	100.00 per month
Louise Kline, Secty. Registrar's Office	75.00 " " be- ginning July 1, 1942
Edna Grace Sharrock, Bookkeeper	75.00 per month
Daisy Bruce, Secty. Extension Dept.	75.00 " "
Roscoe Looper, Janitor	\$60.00 per mo. plus 2 meals daily, beg. July 1, 42
William Mattison, Janitor	60.00 " " " " " " " " " "
Evans Williams, Janitor	60.00 " " " " " " " " " "
Mrs. B. W. Torreyson, Hostess	101.25 " " " Apt. & Board
Nell McGregor, Hostess	45.00 " " " " " " " " " "
Mrs. Edith Reynolds, Hostess	50.00 " " " " " " " " " "
Mrs. L.T. Roberts, Hostess	13.50 " " " " " " " " " "
Betty Christian, Dietitian	75.00 " " " " " " " " " "
Mrs. Duke Trice, Nurse	35.00 " " " " " " " " " "
Arthur Williams Cook	60.00 " " " " " " " " " "
Mrs. Clara Stephens, Cook	40.00 " " " " " " " " " "
Bennie Wesley, Help in Kitchen	35.00 " " " " " " " " " "
Teedie Mattison, Maid	25.00 " " " " " " " " " "
Bernice Wesley, Maid	25.00 " " " " " " " " " "
Pauline Hervey, Madi	30.00 " " " " " " " " " "
G. C. Turner, Farm Foreman	85.00 " " " " " " " " " "
Nightwatchman	25.00 " " " " " " " " " "
Nightwatchman	25.00 " " " " " " " " " "
Murmon Thomas, Campus Laborer	40.00 " " " " " " " " " "

The following persons were not reelected because of age or physical disability and President Irby was authorized to give them a three year leave of absence at the expiration of their present contracts:

F. H. Harrin, Professor of Education
 Mrs. Annie B. Gibson, Assistant Librarian
 Miss L. M. Caraher, Associate Professor of Mathematics
 Miss Glenn Kirkland, Instructor in Dramatic Art & Speech

President Irby was authorized to reemploy the following named teachers if enrollment in the fall in their respective department justifies their reemployment.

L. C. Thompson, Assistant Professor of History and
 Political Science.
 Miss Mary Emma McKinney, Professor of Latin
 Clay Spurlock, Instructor in Vocational Agriculture

The Board adjourned, subject to the call of the Chairman.

George L. Barchard
 Chairman

Norm Kendall
 Secretary

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