

April 30, 1935

A meeting of the Board of Trustees of the Arkansas State Teachers College was held in the office of the Commissioner of Education, Chairman of the Board in the State Capitol in the City of Little Rock at 2:00 p.m. April 30, 1935.

The following members were present and voting: Phipps, Compere, Parker, Purkins, Smith, Page - Absent: Andrews. President McAlister was also present.

The minutes of the last meeting were read and approved.

President McAlister made the following report and recommendations for the year 1935-36:

State Appropriation:

Supplies and general expense	\$17,000.00
Capital expenditure & Repairs	3,200.00
Salaries of Admin. & Teachers	102,650.00
Labor & Unclassified Services	15,780.00
	<u>\$138,630.00</u>

Estimated income from taxes - - - - -	\$85,000.00
Student fees (estimated) - - - - -	40,000.00
	<u>\$125,000.00</u>

Note: While the state appropriation is \$138,630.00 it is estimated that the income from the taxes accruing to the credit of this fund will approximate \$85,000.00. The receipts from student fees are estimated on the basis of the receipts for the present year.

ESTIMATED EXPENDITURES

Salaries of administration and teachers - - - - -	\$80,000.00	
Maintenance (fixed charges, general supplies & Repairs) -	15,000.00	
Summer school, extra help - - - - -	2,000.00	
Budget to Departments:		
Library (book binding & supplies) - - -	\$4,000.00	
Physical Education, athletics, etc - - -	5,000.00	
Echo - - - - -	300.00	
Debate - - - - -	200.00	
Lyceum - - - - -	1,000.00	
Physical Science - - - - -	500.00	
Biological Science - - - - -	500.00	
Agriculture - - - - -	350.00	
Geography - - - - -	100.00	
Home Economics - - - - -	250.00	
Ind. Arts - - - - -	150.00	
Art and Drawing - - - - -	200.00	
Education - - - - -	100.00	
Training School - - - - -	300.00	12,950.00
		<u>\$119,950.00</u>

Note: The budget to departments is for the purpose of special supplies and equipment and to pay the expenses incident to each separate department.

Under the provisions of the appropriation Act it is recommended that the following people be employed at the salary set opposite the name. The amount listed after the name is the salary recommended. The amount in parenthesis is the salary appropriated for this position.

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<u>Item</u>		
8. H. L. McAlister, President - - - - -	\$3600.00	(\$4170.00)
9. A. J. Meadors, Dean of the College - - -	2580.00	(\$3000.00)
10. E. E. Cordrey, Dean of Instruction - - -	2328.00	(2700.00)
11. Ida Waldran, Dean of Women - - - - -	1500.00	(\$1500.00)
12. G. Y. Short, Registrar & Examiner - - -	1920.00	(\$2200.00)
13. Guy E. Smith, Disbursing Officer - - -	2088.00	(\$2400.00)
14. Director of Extension - Vacant		
15. Mrs. F. B. McGlachlin, Head Librarian - -	1764.00	(\$2000.00)
16. Mrs. Annie B. Gibson, Assistant Librarian	1260.00	(\$1400.00)
Evie Shaw, Assistant Librarian - - - - -	1260.00	(\$1400.00)
17. D. D. McBrien, History - - - - -	2500.00	(\$2900.00)
18. P. R. Clugston, English - - - - -	2496.00	(\$2800.00)
19. O. D. Smith, Agriculture - - - - -	2496.00	(\$2700.00)
C. C. Denney, Education - - - - -	2328.00	(\$2700.00)
F. H. Harrin, Training School - - - - -	2328.00	(\$2700.00)
H. L. Minton, Geography - - - - -	2328.00	(\$2700.00)
G. D. Estes, Mathematics - - - - -	2328.00	(\$2700.00)
Jerry Dalrymple, Dir. Physical Education -	2328.00	(\$2700.00)
20. One additional teacher at \$2700.00 - Vacant		
20. C. V. Robinette, Biology - - - - -	2004.00	(\$2400.00)
21. Flora A. Haas, Biology - - - - -	2004.00	(\$2300.00)
Ada Jane Harvey, Foreign Language - - - -	2004.00	(\$2300.00)
Maude Carmichael, Social Science - - - -	2004.00	(\$2300.00)
One additional teacher at \$2300.00 - Vacant		
22. C. F. Sheley, Foreign Language - - - - -	1920.00	(\$2200.00)
E. L. Higgins, History - - - - -	1920.00	(\$2200.00)
L. C. Thompson, History - - - - -	1920.00	(\$2200.00)
Paul T. McHenry, Ind. Arts - - - - -	1920.00	(\$2200.00)
Homer F. Hess, Music - - - - -	1920.00	(\$2200.00)
23. Lucy E. Torson, Home Economics - - - - -	1764.00	(\$2000.00)
One additional teacher at \$2000.00 - Vacant		
24. Daisy H. Dickerman, Education - - - - -	1680.00	(\$1900.00)
Laura E. Haynes, Training School - - - - -	1680.00	(\$1900.00)
Mrs. Jessie Boardman, Training School - -	1680.00	(\$1900.00)
Mattie Sanders, Training School - - - - -	1680.00	(\$1900.00)
Jessie B. Montgomery, Training School - -	1680.00	(\$1900.00)
Ora Blackmun, English - - - - -	1680.00	(\$1900.00)

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24. Continued		
Constance Mitchell, English - - - - -	\$\$\$1680.00	(\$1900.00)
Edith Langley, Home Economics - - - - -	1680.00	(\$1900.00)
L. M. Caraher, Mathematics - - - - -	1680.00	(\$1900.00)
Zona Ellen Smith, Physical Education - - - -	1680.00	(\$1900.00)
Marie Schichtl, Art and Drawing - - - - -	1680.00	(\$1900.00)
Two additional teachers at \$1900.00 each - Vacant		
25. W. L. Gullidge, Supt. Bldg. & Grounds - - - -	1350.00	(\$1500.00)
26. Additional Assistance - To be supplied later		
27. One watchman (\$600.00) - to be selected later		
Two stenographers (\$600.00) to be selected later		
Two Janitors:		
Roscoe Looper - - - - -	600.00	(\$600.00)
William Mattison - - - - -	600.00	(\$600.00)
28. Two Secretaries:		
Connie Lee Springer, Secty to President - -	972.00	(\$1080.00)
Robt. Springer, Secty. Extension Dept. - - -	918.00	(\$1080.00)
Two Clerks:		
Andy Grummer, Recorder - - - - -	900.00	(\$1080.00)
Other clerk to be selected later		
29. G. C. Turner, Farm Foreman - - - - -	720.00	(\$720.00)
Hugh C. Brooke, Medical Adviser - - - - -	360.00	(\$720.00)
Nurse (\$720.00) - to be selected later		

Would recommend that the following salaries be paid from the cash funds of the College:

Mrs. Dollie Holl, Home Economics (half time) - -	\$1000.00
Mrs. B. W. Torreyson, Matron McAlister Hall - - -	1215.00
Mrs. Mabel Caraway, Matron Doyne Hall - - - - -	540.00
Mrs. Dolph Guthrie, Matron Apartment Dormitory -	600.00
Neil Mechem, Housekeeper McAlister Hall - - - - -	420.00
Roscoe Cox, Field Representative - \$183.33 per month while employed	
Betty Christian, Dietitian McAlister Hall - - - -	720.00

Would recommend the following for Piano, Violin and Expression for which no salary will be paid by the College:

Mrs. Wm. Little - Piano
 Mrs. Clifford Thompson - Violin
 Miss Glenn Kirkland - Expression and Speech

On account of the increased enrollment this year it has become necessary to employ some additional teaching in the Department of English. Would recommend that the President be authorized to employ such additional teachers as may be needed next year at the rate of \$30.00 per class per month. These teachers to be paid either from the cash funds or from Item 26 (Additional Assistance) in the State Appropriation.

It will be necessary to employ two additional teachers for the summer school at Conway. Would recommend that Miss Grace Cunningham be employed to teach in the Department of Education at a salary of \$150.00 for the first six weeks summer term. It will be necessary to employ an additional teacher in History to replace Mr. L. C. Thompson since he will go to Harrison for the first six weeks summer term. I am not ready to recommend this teacher at this time, but request authority to employ such teacher at a salary of \$150.00 if the teacher holds only the Masters Degree or \$200.00 if the teacher holds the PhD Degree.

Would recommend that the President of the College be authorized to employ stenographers, clerks, janitors, matrons, cooks, waiters, etc. needed for the operation of the school.

Would recommend that the President of the College be authorized to enter into contract with Mr. E. B. Matthews, in charge of Vocational Agriculture in the State, County Judge Hutto of Faulkner County, and the Board of Directors of the Conway Special School District, for the services of one man for vocational agriculture and two women for home economics in the county - the salaries to be paid from the cash funds of the College and reimbursement made to the College from these sources. It being understood that if any of these people are used for work at the College they will be paid for that work from our own cash funds.

Would recommend that the President of the College be given authority to enter into contract with the Board of Directors of the Conway Special School District for the use of part of the senior high school for practice school purposes.

Normal School of the Ozarks

Under the provisions of an act of the recent legislature the summer school of the Normal School of the Ozarks is to be operated at Harrison under the auspices of the Arkansas State Teachers College. The building fund of that institution is allotted to this Institution for the purpose of operating this summer school. The funds derived from this tax will be sufficient to operate the school. Would recommend that the following teachers be employed for the summer session 1935 at the salary set opposite each name.

In the College:

R.A.Cox, Director

(Already on the payroll as field representative. He will work the first two weeks in getting the school started and then the last week in checking up on the bills, closing the school out and bringing the records to Conway).

G. A. Stubblefield - Dean and Education - - - - - \$250.00

L. C.Thompson - History

(Already on the regular payroll at the College. Recommend he be paid \$30.00 extra for the six weeks on account of having to move to Harrison)

Mrs. L. C.Thompson - Drawing & Music - - - - - \$150.00

Leland Reid - English & Physical Education - - - - - 150.00

Mrs. Mary Milum Reid - English - - - - - 150.00

Charley Crowley - Health and Science - - - - - 150.00

Miss Verna Chrysler -Methods- - - - - 150.00

W. B. Mallard - Librarian - - - - - 125.00

In the High School

Burriss - - - - - 125.00

Clifford Shaw - - - - - 125.00

Guy Berry - - - - - 125.00

Arthur Stringer, Janitor for both College & High School 50.00

An additional teacher will be needed for Intermediate Methods and an additional teacher for Math and Science. I am not ready to recommend these teachers yet. Would request permission to employ these teachers and any other teachers that may be needed or to make any necessary shift in the teachers listed, keeping to the salary schedule as listed above.

Would recommend that Mr. Guy E. Smith, Disbursing Officer for the College, be authorized to pay all salaries and bills in connection with the summer school at Harrison that are approved by Mr. Cox or President McAlister.

Would recommend that the President be given authority to offer a second summer term of work at Harrison if there is a sufficient demand and it can be arranged so as to keep the expenses within the funds available.

H.L.McAlister, President

Motion by Parker, seconded by Purkins that the report be accepted and made a part of the minutes of this meeting; that the budget as recommended be approved; that the faculty recommended be elected at the salary appropriated with the understanding that the salary suggested, directly left of appropriation item, will be the amount to be paid; that the other recommendations of the President be approved.

Motion Carried.

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Motion by Purkins, seconded by Smith that the following resolution be adopted:

WHEREAS, we deem it necessary that the Home Economics Department of the Arkansas State Teachers College meet the standards set up by the Federal Board, now

THEREFORE BE IT RESOLVED, that we request the Federal Board to make a survey of the Home Economics Department at the Arkansas State Teachers College looking toward (1) approval of the graduates to teach in vocational schools and (2) participation in Federal and State funds for the training of Home Economics teachers. That this survey take into consideration (1) the equipment (2) the curriculum for the training of teachers and (3) the training and teaching ability of the Home Economics staff. Whatever changes are necessary to meet the requirements of this Board will be made in so far as finances will permit.

Motion carried.

Motion by Compere, seconded by Parker that (1) the Board authorize an increase in price of room and board of not to exceed \$2.00 per month, making the price \$22.00, and (2) that the Board authorize the installation of a cafeteria in the dining hall at McAlister Hall at a cost of approximately \$2,000.00

Motion carried.

After a discussion of the building program, the present building debt and the application now before the P.W.A. - Motion by Compere, seconded by Smith - That the Board approve tentative plans of submitting application to the P.W.A. for the following buildings to be constructed on the campus of the Arkansas State Teachers College: Auditorium, Science Building (remodeled), Physical Education Building, addition to Boy's Dormitory, President's Home, and Hospital, same to cost in the neighborhood of \$400,000.00; that a committee of three be appointed by the Chairman of the Board to enter into contract with Wittenberg and Delony, Architects, and Judge Archer Wheatley, Attorney, regarding plans and the application to be submitted to the P.W.A., with the understanding that no fee will be charged unless the application is approved; that tentative plans for these buildings be drawn and the formal application prepared and submitted to the Board at a later meeting for final action.

Motion carried.

The Chairman appointed the following committee: Smith (Chairman), Parker, and Compere.

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

W.E. Phillips
Chairman

Harold Purkins
Secretary