A meeting of the Board of Trustees of The Junior College District of St.
Louis - St. Louis County, Missouri was held on Monday, January 28, 1963 at
the Central Office of the District at 4386 Lindell Boulevard, St. Louis, Missouri.

Board President Williamson called the meeting to order at 8:00 p.m. The
following members of the Board of Trustees were present:

Mrs. Joseph C. Bastian
Messrs. Lester C. Geil
F. Wm. McCalpin
Guy S. Ruffin
Gerald V. Williamson

Mr. Morris Glaser was unable to be present at the meeting.
The following members of the College staff were present: College President,
Joseph P. Cosand, and Vice President, James W. Hobson. This was Registration
Day at both campuses, and the rest of the College staff were at the north and
south campuses. Vice President John E. Tirrell joined the Board meeting at
11:00 P.M. Mr. Bruce E. Woodruff, of the firm of Armstrong, Teasdale, Roos,
Kramer & Vaughan, Counsel for the District, was also present.
Board President Williamson called for a reading of the Minutes of the following Regular Meetings of the Board: December 10, 1962 and January 14, 1963. He also called for a reading of the Minutes of the Special Meeting on December 17, 1962. The Minutes were read and discussed.

Whereupon, it was moved by Mr. Geil, seconded by Mr. Ruffin, and passed with the unanimous aye vote of the Board, that the Minutes of December 10, 1962 and January 14, 1963, and the special meeting of December 17, 1962, all be approved, as corrected.

College President Cosand asked the Board if they wanted to send a complete file of the Minutes of The Junior College District to the Municipal Reference Library. After discussion, it was agreed to do this, and Mr. Williamson asked the Executive Secretary to send these Minutes to Mr. Fred C. Alt, at the Reference Library.

Point 1.4 Treasurer's Report

Board President Williamson then called upon the Treasurer of the Junior College, Mr. F. Wm. McCalpin.

Mr. McCalpin submitted the following Treasurer's Report:
January 28, 1963

REPORT OF THE TREASURER

1. Income

The following is the detail of income received by The Junior College District in the form of tax collections and miscellaneous income to date:

City of St. Louis

<table>
<thead>
<tr>
<th></th>
<th>Prev. Reported</th>
<th>Current Collections</th>
<th>Sub Total</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Merchants tax</td>
<td>$62,492.10</td>
<td>$936.40</td>
<td>$63,328.50</td>
<td></td>
</tr>
<tr>
<td>Manufacturers tax</td>
<td>98,588.30</td>
<td>827.40</td>
<td>99,415.70</td>
<td></td>
</tr>
<tr>
<td>Intangible tax</td>
<td>47,194.20</td>
<td></td>
<td>47,194.20</td>
<td></td>
</tr>
<tr>
<td>Personal Property</td>
<td>158,325.10</td>
<td>8,328.04</td>
<td>166,653.14</td>
<td></td>
</tr>
<tr>
<td>Real Estate</td>
<td>1,082,059.47</td>
<td>47,853.26</td>
<td>1,129,912.73</td>
<td></td>
</tr>
<tr>
<td>Railroads - (State Board)</td>
<td>-</td>
<td>43,567.30</td>
<td>43,567.30</td>
<td></td>
</tr>
<tr>
<td>Railroads - (Assessor)</td>
<td>-</td>
<td>9,226.79</td>
<td>9,226.79</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,564,298.36</td>
</tr>
</tbody>
</table>

County of St. Louis

<table>
<thead>
<tr>
<th></th>
<th>Prev. Reported</th>
<th>Current Collections</th>
<th>Sub Total</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Merchants &amp; Mfg.</td>
<td>29,223.60</td>
<td>17,136.13</td>
<td>46,359.73</td>
<td></td>
</tr>
<tr>
<td>Intangible tax</td>
<td>24,339.62</td>
<td></td>
<td>24,339.62</td>
<td></td>
</tr>
<tr>
<td>Personal Property</td>
<td>61,561.81</td>
<td>94,372.13</td>
<td>155,933.94</td>
<td></td>
</tr>
<tr>
<td>Real Estate</td>
<td>543,196.89</td>
<td>716,928.78</td>
<td>1,260,125.67</td>
<td></td>
</tr>
<tr>
<td>Utilities</td>
<td>194.12</td>
<td>77,433.54</td>
<td>77,627.66</td>
<td></td>
</tr>
<tr>
<td>Railroads</td>
<td>-</td>
<td>11,589.04</td>
<td>11,589.04</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,575,975.66</td>
</tr>
</tbody>
</table>

Jefferson County

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Intangible tax</td>
<td>10.24</td>
<td>-</td>
<td>10.24</td>
<td></td>
</tr>
<tr>
<td>Property tax</td>
<td>5.64</td>
<td>-</td>
<td>5.64</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>15.38</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>101.30</td>
<td>135.00</td>
<td>236.30</td>
<td></td>
</tr>
<tr>
<td>Interest</td>
<td>-</td>
<td>872.58</td>
<td>872.58</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>236.30</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>872.58</td>
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<td></td>
<td>872.58</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>872.58</td>
</tr>
</tbody>
</table>

TOTAL $3,141,398.78
Several aspects of the foregoing schedule are worthy of note. In the first place there is included for the first time interest income arising out of investments of the District. This should be a substantial figure in the months ahead.

On the basis of assessment figures available to us last Spring, it would appear that the tax collections reported above represent something more than 90% of anticipated tax receipts. On the basis of those assessment figures, we might reasonably expect additional receipts (some of which may be in the form of delinquent collections spread out over a period of years) of approximately $150,000.00 from St. Louis County and $130,000.00 from the City of St. Louis. We have been advised that we may receive remittances of insignificant amounts from the City about February 5 and 20th and from the County about February 15. Thereafter, we will receive monthly checks from each about the 15th of the month in small amounts representing collections of delinquent taxes.

II. Assets and Accounts

The balance in the several bank accounts of the District as of the close of business this date was as follows:

<table>
<thead>
<tr>
<th>Bank</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mercantile Trust Company</td>
<td>$157,373.23</td>
</tr>
<tr>
<td>Manchester Bank</td>
<td>710.98</td>
</tr>
<tr>
<td>City Bank</td>
<td>4,580.50</td>
</tr>
</tbody>
</table>

The District holds as assets the following U. S. Treasury bills:

- $2,000,000 due January 31, 1963
- $  80,000 due February 28, 1963
- $100,000 due March 28, 1963
- $100,000 due April 18, 1963
- $150,000 due May 23, 1963
- $450,000 due May 31, 1963

$2,880,000
III. Surplus funds.

A. Investments. The authority contained in the Treasurer's Report dated January 14, 1963, has been exercised on several occasions to invest funds of this District in Treasury Bills maturing January 31, 1963, as shown in the foregoing section of this report.

B. Comprehensive Investment Plan. It will be necessary at this meeting for the Board to consider the plans set forth in the Treasurer's Report of January 14 and to take the actions indicated.

Respectfully submitted,

F. Wm. McCalpin
Treasurer

Discussion followed.

It was moved by Mr. Geil that the Treasurer's Report be approved. The motion was seconded by Mrs. Bastian, and upon the vote it was approved unanimously.
Mr. McCalpin, Treasurer, then reported to the Board on the plans for investment of the District funds. Mr. Leo J. Wieck and Mr. Gregory J. Schirp had met with the Board at an earlier time to discuss the District's needs. Discussion followed.

Whereupon, on motion by Mr. Geil, and seconded by Mrs. Bastian, it was

RESOLVED, That the Treasurer be authorized to enter into a repurchase agreement with the highest and best bidder, bids to be secured by Leo J. Wieck and Company, for the purchase of $2,000,000.00 of Treasury bills on January 31st, and the subsequent repurchase of the same on February 5, 1963, pending the completion of the financial program which is contemplated.

Upon the vote, the Resolution was passed unanimously.

Mr. McCalpin also told the Board that the bids from banks in the City and County of St. Louis, indicating the rate of interest that said banks will pay to the District on certificates of deposit, would be opened on February 4, 1963.

General discussion followed.

Whereupon, on motion by Mr. Geil, and seconded by Mrs. Bastian, it was

RESOLVED, That the President appoint a committee of members of the Board of Trustees to canvass the bids to be opened on Monday, February 4, 1963 at 12:00 noon, and that the committee be authorized to determine as of that time the best method of investment of $2,000,000.00 of the funds of the District and to invest said funds.

Upon the vote the Resolution was passed unanimously.

Board President Williamson then appointed Mr. McCalpin and Mr. Glaser to serve on this committee, with the instruction that they consider the advisory services of Mr. Leo J. Wieck.
Mr. Williamson also asked that the firm of Armstrong, Teasdale, Roos, Kramer & Vaughan, Counsel for the District, be present at this meeting, and that Mr. James W. Hobson, Vice President - Business, be present, too.

Point 1.7 Communications

Board President Williamson then discussed the following communications which had been received by the Board.

The Patrons Alliance group are meeting in the Louis IV Room on February 14th at a dinner meeting. Dr. Cosand is to be the guest speaker, and will be introduced by Mrs. Aaron Fischer.

The Conference of School Board Members & Superintendents are meeting on January 31st at the Kirkwood High School. The Junior College Board is invited.

There was a letter from the Halls Ferry Parent-Teachers Association, which had passed a resolution, inviting the Junior College to the north county area.

There was a letter from the Kirkwood Chamber of Commerce, welcoming the Junior College to Kirkwood.

There was a letter from the Chamber of Commerce of Ferguson, welcoming the Junior College to the north county area.

There was a letter from the architect, Mr. Kenneth Wischmeyer, thanking the Board for the fair treatment he had received in the meetings which were held to select an architectural firm.

There was a similar letter from the architectural firm of Pearce and Pearce, thanking the Board for the fair treatment and courtesy they had received during the architectural selections.

There was a letter from the Musicians' Union. It was read and the contents were duly noted.
At this point, Mr. Williamson introduced a guest who was present at the Board meeting: Mr. John Angelides, a reporter for the St. Louis Globe Democrat.

Point 2 - Personnel.

2.1 Certificated Personnel - Instructors

The College President, Dr. Cosand, recommended the employment of certificated personnel as noted below. These personnel will be employed as instructors on a part-time basis as justified by class needs.

Recommended Part time Faculty
Spring, 1963

<table>
<thead>
<tr>
<th>Name</th>
<th>Credit</th>
<th>Rate/Credit Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beckerle, Robert R.</td>
<td>6</td>
<td>$170.00</td>
</tr>
<tr>
<td>Boyd, Elizabeth</td>
<td>6</td>
<td>170.00</td>
</tr>
<tr>
<td>Brummett, Carl A.</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Chaney, Lillian</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Clynoch, Daniel F.</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Curtis, L. S.</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Davis, Irvin</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Dick, William</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Drebes, Charles B.</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Duggins, Oliver H.</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Farrell, John A.</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Flippar, Carl</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Gleeson, James G.</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Henley, Marlin</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Hirzy, John W.</td>
<td>4</td>
<td>170.00</td>
</tr>
<tr>
<td>Hitchell, Thomas F.</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Husted, Grace C.</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Hutton, William E.</td>
<td>8</td>
<td>170.00</td>
</tr>
<tr>
<td>Jungman, James A.</td>
<td>5</td>
<td>170.00</td>
</tr>
<tr>
<td>Luebker, William C.</td>
<td>7</td>
<td>170.00</td>
</tr>
<tr>
<td>Maxwell, Stephen L.</td>
<td>6</td>
<td>170.00</td>
</tr>
<tr>
<td>Oak, Vishnu V.</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Pannuto, Henry, Jr.</td>
<td>3</td>
<td>170.00</td>
</tr>
<tr>
<td>Peters, John B.</td>
<td>3</td>
<td>135.00</td>
</tr>
<tr>
<td>Rothweiler, Robert L.</td>
<td>3</td>
<td>170.00</td>
</tr>
</tbody>
</table>
Dr. Cosand told the Board that this list of instructors represented a cross-section of outstanding people from the Greater St. Louis area, and included representation from education, business, industry and other professional groups. The instructors will supplement the fifteen full-time instructors already employed by the District.

Dr. Cosand also told the Board that the part-time faculty had met with the Administrative staff of the college for two hours on Sunday afternoon, January 27th, for the purpose of discussing the general philosophy of the Junior College and the procedures to be followed when the college opened on the following Tuesday. Discussion followed.

Whereupon, on motion by Mr. McCalpin, seconded by Mrs. Bastian, and upon the aye vote of all members, it was

RESOLVED, That the part-time faculty, as listed above, be employed by the Board as Instructors in the capacity and at the salary classification set out, said salary classification having been previously adopted by the Board.
Point 2.2 Classified Personnel

College President Cosand made a report and recommended the employment of the following classified personnel:

Mrs. Midge Thomas, Account Clerk
Range 9, Step A

Discussion followed.

On motion by Mr. McCalpin, and seconded by Mr. Geil, and with the unanimous approval of the Board, it was

RESOLVED, That the following classified personnel be employed by the District in the classifications and at the salary indicated:

Mrs. Midge Thomas, Account Clerk
Range 9, Step A

Point 2.3 American Assn. of Junior Colleges Conference

President Cosand recommended that the Board authorize Board President Williamson, and College President Cosand, to attend the American Association of Junior Colleges Conference to be held in Seattle, Washington, from February 25, 1963 through February 28, 1963. Both men have been assigned conference responsibilities. President Williamson has been asked to participate in two forums dealing with the formation of Junior College districts, and with the Board of Control Responsibilities. President Cosand, as a member of the Curriculum Commission of the Association, will meet with the Commission and with the Board of Directors of the Association. He has also been asked to represent the Midwest on a committee charged with the responsibility of writing a manual on technical education for the American Association of Junior Colleges.

Discussion followed.
Whereupon, on motion by Mr. McCalpin, seconded by Mrs. Bastian, and with the aye vote of all the members, it was

RESOLVED, that the Junior College District authorize Board President Gerald V. Williamson, and College President Joseph P. Cosand, to attend the American Association of Junior Colleges Conference, to be held in Seattle, Washington, from February 25, 1963 through February 28, 1963, and

FURTHER RESOLVED, That Board President Williamson be authorized to go to California several days before the Conference, to visit as many junior colleges as time permits, and it was

FURTHER RESOLVED, that the necessary expenses for Mr. Williamson and Dr. Cosand be paid from District funds.

Point 3. Curriculum and Instruction

Board President Cosand told the Board that Mr. Norman Harris, Consultant on Technical Education from the University of Michigan, will meet with the recently formed Advisory Committee on Technical Education on Wednesday evening, January 30, 1963 at a dinner meeting, to be held in the Pine Room of the Bar Association of the Mayfair Hotel. There was also to be a meeting with Mr. Harris, and the administrative staff, on the next morning, January 31st, from 8:00 a.m. to 12:00 noon, for the purpose of discussing technical education needs in the St. Louis area.

The Board members were invited to attend both meetings, and general conversation ensued, regarding the proposed technical education program.

Point 3.2 Year-round operation

President Cosand told the Board that in February he would bring before them a recommendation concerning "year round operation", commencing with the Fall semester, 1963.
The possibilities, according to Dr. Cosand, include the following:

A. The traditional two-semester summer session program

B. The Quarter system now in operation in quite a few colleges and universities.

C. The Tri-mester program now in operation at the University of Pittsburgh, and proposed for several other colleges and universities.

General discussion followed, among all of the Board members.

Point 4. College Facilities

Vice President Hobson had to be excused at this point of the Board meeting, and President Cosand discussed the present status of the south campus at Roosevelt High School, and the north campus at McCluer High School.

General discussion followed.

Point 5. Business and Finance

Inasmuch as Mr. Hobson had to leave for the north campus, Dr. Cosand presented his report on business and finance.

5.1 Payment of Claims - Personal

It was moved by Mr. McCalpin, and seconded by Mrs. Bastian, that the following personal claims be paid:

<table>
<thead>
<tr>
<th></th>
<th>Expense</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.12</td>
<td>John Tirrell</td>
<td>$118.02</td>
</tr>
<tr>
<td>5.13</td>
<td>Robert Jones</td>
<td>$27.83</td>
</tr>
<tr>
<td>5.14</td>
<td>Joseph Cosand</td>
<td>$89.82</td>
</tr>
</tbody>
</table>

$235.67
5.2 Payment of Claims - Salaries for Regular Employees

Dr. Cosand presented the payment of claims for regular employees: $9,442.32

5.21 Salaries 9,078.26
5.22 Social Security - Jan. 103.66
5.23 Pub. School Retirement 260.40

This is approved salaries for classified personnel for the pay period ending January 31, 1963.

Discussion followed.

It was moved by Mr. Geil, seconded by Mr. Ruffin, and approved unanimously by the Board that these claims be paid.

Point 6. Student Personnel Services

6.1 Report on enrollment.

Dr. Glynn E. Clark, Campus Director, had sent a report to the Board on current enrollment at the north and south campuses. Dr. Clark said that 699 students had enrolled as of Friday, January 25th. He and Mr. Vincent E. Freeman, the Registrar, felt it would go to around 800 or 850 students.

6.2 Refund of Maintenance Fee and Tuition

College President Cosand recommended that the following refund of maintenance fee and tuition procedure be adopted by the Board as Board policy.

<table>
<thead>
<tr>
<th>Time of Withdrawal</th>
<th>Percentage Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before end of 1st week of classes</td>
<td>80 %</td>
</tr>
<tr>
<td>Before end of 2nd week of classes</td>
<td>60 %</td>
</tr>
<tr>
<td>Before end of 3rd week of classes</td>
<td>40 %</td>
</tr>
<tr>
<td>Before end of 4th week of classes</td>
<td>20 %</td>
</tr>
<tr>
<td>After 4th week of classes</td>
<td>None</td>
</tr>
</tbody>
</table>

- 13 -
In the event of serious illness, attested to by a physician, or the induction into the armed services—a student will be granted tuition or maintenance fee credit in the full amount of the registration. This credit will be available to the student upon his return to the college.

Discussion followed.

Whereupon, on motion by Mrs. Bastian, seconded by Mr. Ruffin, and with the aye vote of all the members of the Board, it was

RESOLVED, That the following "Refund of Maintenance Fee and Tuition" procedure be adopted by the Board as Board policy.

<table>
<thead>
<tr>
<th>TIME OF WITHDRAWAL</th>
<th>PERCENTAGE REFUND</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before end of 1st week of classes</td>
<td>80%</td>
</tr>
<tr>
<td>Before end of 2nd week of classes</td>
<td>60%</td>
</tr>
<tr>
<td>Before end of 3rd week of classes</td>
<td>40%</td>
</tr>
<tr>
<td>Before end of 4th week of classes</td>
<td>20%</td>
</tr>
<tr>
<td>After 4th week of classes</td>
<td></td>
</tr>
</tbody>
</table>

In the event of serious illness, attested to by a physician, or the induction into the armed services—a student will be granted tuition or maintenance fee credit in the full amount of the registration. This credit will be available to the student upon his return to the college.

Point 7. Community Relations

Mrs. Bastian, as Chairman of the Committee on Legislation, attended recent meetings of the State Legislature in Jefferson City. She made a report to the Board on those legislative matters which were of concern to The Junior College District. This report is attached to the Minutes.
Point 8. **New Business**

Board President Williamson called upon Dr. Cosand. Dr. Cosand told the Board that Student Bookstores will be opened on both campuses this Spring. It was his recommendation that the following policy be adopted by the Board:

Whereupon, it was moved by Mr. McCalpin, seconded by Mrs. Bastian, and passed unanimously by all the members, that the following Resolution be adopted.

RESOLVED, That the Student Bookstores, which will be operating on both campuses of The Junior College District, establish a normal mark-up on all items included in the sales inventory.

Board President Williamson then called upon the College President.

Dr. Cosand told the Board that a revision in the admission requirements had been discussed at a special meeting of the Board, which had been held at an earlier time.

The revisions involve Points No. 4 and No. 5 of the present Admission Standards, as contained in the Minutes of October 22, 1962, page 11.

The points in question previously read as follows:
4. All entering students whose test scores place them in the lower third, based upon national norms, shall be admitted on academic probation and shall be limited to not more than twelve college credits in their first semester. Probationary students failing to achieve a grade average of "C" at the end of the first semester are subject to dismissal, but may be retained under such conditions as may be approved by the Scholastic Standards Committee of The Junior College.

5. Any student whose cumulative average is less than "C" at the end of any semester shall be placed on academic probation for the following semester and may be subject to dismissal if his average is not raised to a "C" at the end of the probationary semester. Any student whose average is below "C" at the end of a probationary semester will be allowed to register for further course work only under such conditions as may be imposed by the Scholastic Standards Committee.

Discussion followed.

Whereupon, on motion by Mr. McCalpin, seconded by Mrs. Bastian, and with the aye vote of all the Members, it was

RESOLVED, That the Admission Standards of The Junior College District, as contained in the Minutes of October 22, 1962, page 11, involving Points No. 4 and 5, be changed to read as follows:

4. All entering students whose test scores place them in the lower third, based upon national norms, and who graduated in the lower half of their high-school class, shall be limited to not more than twelve college credits in their first semester. Students failing to achieve a grade average
of "C-" (1.5) at the end of the first semester are subject to dismissal, but may be retained under such conditions as may be approved by the Scholastic Standards Committee of The Junior College.

5. Any student whose average or cumulative average is between "C-" (1.5) and "C" (2.0) at the end of any semester shall be placed on academic probation for the following semester and may be subject to dismissal unless he achieves a "C" average in the subsequent semester. Any student whose average is below "C" at the end of a probationary semester will be allowed to register for further course work only under such conditions as may be imposed by the Scholastic Standards Committee.

Board President Williamson again called upon the College President. Dr. Cosand told the Board that he felt there was a need to establish a clearly-defined policy with respect to memberships, both international and individual.

General discussion followed.

Whereupon, on motion by Mr. McCalpin, seconded by Mr. Geil, and with the aye vote of all the members, it was

RESOLVED, That the Junior College District assume the cost of the dues of institutional memberships in organizations which will benefit The Junior College District, and that these memberships be for the use of the President, the Vice Presidents, and the Campus Directors of the College, and it was

FURTHER RESOLVED, That all such memberships be confined to membership dues only, and will not cover the cost of any luncheons or dinners served by such institutional organizations, and it was

FURTHER RESOLVED, That all such memberships be submitted to the Board of Trustees for approval.
Board President Williamson called upon the College President. Dr. Cosand told the Board that the two Vice Presidents of the College, Dr. John E. Tirrell, and Mr. James W. Hobson, had contributed well beyond the call of responsibility, so far as the District was concerned. Both men had sacrificed, financially, by the move to St. Louis as related to their living expenses. He, therefore, recommended that their moving costs, to St. Louis, be assumed by the District.

Whereupon, it was moved by Mr. Geil, seconded by Mrs. Bastian, that the Junior College District assume the moving costs, from their present place of residence to St. Louis, Missouri, of the two Vice Presidents of the College: namely; Dr. John E. Tirrell and Mr. James W. Hobson.

Upon the aye vote of all the members, the motion was carried, unanimously.

Board President Williamson then told the Board that President Cosand wished to present a recommendation from Vice President James W. Hobson.

Dr. Cosand said that he and Mr. Hobson felt that the approval of purchase orders prior to purchase, plus the approval of payment of claims after the purchase, is a duplication of work. Therefore, it was recommended that prior approval of purchases be eliminated, particularly when the budget is implemented. The exception to this would be those cases where the Staff believes a possible purchase needs Board discussion, prior to any action.

Discussion followed.

Whereupon, it was moved by Mr. Geil, and seconded by Mrs. Bastian, that prior approval of purchases by the Board be eliminated, except in those cases where the Staff believes a possible purchase needs Board discussion,
prior to any action.

Upon the aye vote of all the members, the motion was carried unanimously.

Board President Williamson asked the Board if there were any further business to be brought before the Board. There was not, and Mr. Ruffin made a motion that the meeting be adjourned. Mrs. Bastian seconded the motion, and it was unanimously approved at 12:00 a.m.

Respectfully submitted,

[Signature]

Mrs. Joseph C. Bastian, Secretary
Board of Trustees
The Junior College District of St. Louis - St. Louis County, Missouri
The Legislative Committee met in the office of Mr. Teasdale on Friday, January 13, at 11:00 a.m. Present were Messrs. McCalpin, Teasdale, Hobson, Tirrell, and Woodruff, and Mrs. Bastian.

The following legislative bills were discussed:

HB 16, introduced by Representative Paul Berra, which is a request for emergency appropriations to finance programs authorized previously for which inadequate funds were provided in the 1961 session of the General Assembly. It contains a request for junior college purposes for the 1962-63 school year in the amount of $1,000,528.00

Mr. Berra had set a hearing on the bill for Monday, January 21, at 1:30 p.m.

HB 2, also introduced by Mr. Berra, is the Appropriation bill for the 1963-65 biennium, and contains a request for funds for Junior Colleges in the State in the amount of $3,300,000.00

For administration of the program $76,780.00

SB 21, introduced by Senators Young, Schechter, and Hopfinger which would permit school districts to transfer property not needed for school purposes to a public institution of higher education.

HB 7, introduced by Representative Berra, to appropriate money for the state colleges and the University of Missouri -- including a request for "personal service, additions, repairs, and replacements, and operation of a branch of the University in the St. Louis area" in the amount of $685,000.00

In addition, the problem of calling a special election in the City of St. Louis in order to elect a single Trustee was discussed.

There was general discussion of the provision in the junior college law for state apportionment during the beginning year's operation.

It was agreed that Mrs. Bastian and Mr. Hobson would go to Jefferson City on Monday, January 21, to be present at the hearing on the bill for the emergency
appropriation. This would also provide an opportunity to confer with Mr. Wheeler and his staff about their interpretation of the law.

Mr. Hobson and I met with Mr. Wheeler in his office at 10:00 a.m. He went over his budget requests with us, outlining the sums allocated for the Junior College District of St. Louis - St. Louis County. The emergency appropriation request is sufficient to meet the state's obligation to existing junior college programs in 1962-63, as well as to provide the sums due but not paid for 1961-62. (You will recall that the $700,000.00 appropriated in the 1961 session was short of the sum needed for one year's operation.)

We discussed the method of applying for funds for the Junior College District for the beginning semester, which will end in June, and which will be paid from the emergency funds if appropriated. Mr. Wheeler conferred with Mr. Cobble and it is their opinion that we may anticipate our needs in the year 1963-64 (including the summer session) as well as for the Spring Semester.

In his budget request for the coming biennium, Mr. Wheeler has anticipated our needs, as well as those of two districts which may be created this year. (One proposed district in Jefferson County has been approved by the State Board of Education. It is expected that the Board will act favorably on the proposal for the creation of a district in the southwest corner of the state, using the facilities formerly operated as Camp Crowder.)

We conferred briefly with Mr. Berra in his office before the hearing and discussed the budget requests as well as the need for an amendment to the Junior College Law regarding the election of Trustees. We attended the hearing at 1:30 p.m.
Mr. Wheeler appeared to speak before the Committee; also present was Dean Miles Blim, of the Junior College of Kansas City. There were few questions asked; late in the afternoon, the bill was sent from the Appropriations Committee "do pass" and went to the Senate. Mr. Berra set a hearing for Tuesday, January 22, on HB 2, Appropriations for the 1963-65 biennium for the State Department of Education (including Junior Colleges). Mr. Hobson stayed over and attended that hearing. Mr. Wheeler again appeared before the Committee. No questions were raised concerning that portion of the bill pertaining to requests for the junior colleges.

While in Jefferson City we called on Senator McNeal and asked him to initiate legislation so that we could avoid the expense of a special election to elect the St. Louis Trustees. We had conferred with Messrs. McCalpin and Ruffin and with their permission suggested that both their terms be shortened by one year, so that re-election would henceforth coincide with a regular school election year. Senator McNeal was very cooperative and asked that we submit the problem in writing, so that he could confer with the Legislative Research Department as well as his St. Louis colleagues in House and Senate. Early the next morning, Senator McNeal telephone and asked that the letter be sent in promptly, and reported that all of the people with whom he had conferred were interested in supporting such a bill. Mr. Teasdale sent the letter off that day, with extra copies so that it would facilitate discussion.

The Legislative Research Department of the General Assembly advised Senator McNeal that for several legal reasons it would be better to seek legislation to extend the terms of office rather than shorten them. SB 124, introduced by Senator McNeal, was therefore drawn for that purpose. Senator McNeal furnished me a copy of his
press release explaining why the bill was drawn as it is. In it he commended the
Trustees, and particularly Messrs. McCalpin and Ruffin, for calling attention to the
need for the bill, and for expressing a willingness to have terms of office shortened.