MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF TRUSTEES
THE JUNIOR COLLEGE DISTRICT OF
ST. LOUIS - ST. LOUIS COUNTY, MISSOURI
MONDAY, SEPTEMBER 23, 1963 8:00 P.M.

A meeting of the Board of Trustees of The Junior College District of St. Louis - St. Louis County, Missouri was held on Monday, September 23, 1963 at the Central Office of the District at 4386 Lindell Boulevard, St. Louis, Missouri.

1. General Functions

1.2 Roll Call

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

Mrs. Joseph C. Bastian

Messrs. Lester C. Geil

Morris Glaser

F. Wm. McCalpin

Guy S. Ruffin

Gerald V. Williamson

Also present were Joseph P. Cosand, President; John E. Tirrell and James W. Hobson, Vice Presidents; Douglas F. Libby, Jr., Campus Director; and Joseph V. McKenna, Director of Technical Education -- all of the Junior College staff.

Mr. Bruce E. Woodruff, of the firm of Armstrong, Teasdale, Roos, Kramer and Vaughan, Counsel for the District, was also present.

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1.3 Minutes

Board President Williamson called for a reading of the Minutes of the regular meeting of September 9, 1963. They were read and discussed.

Whereupon, it was moved by Mr. McCalpin, seconded by Mr. Glasr, and passed with the unanimous aye vote of all members present, that the Minutes of the regular meeting of September 9, 1963 be approved as read.

1.4 Welcome to Guests

Board President Williamson introduced Mr. Robert J. Nissen, of Station KETC, and Mr. John Angelides - a reporter for the St. Louis Globe Democrat - to the Board members.

1.6 Communications

The President of the College, Dr. Cosand, read several letters to the Board members.

A letter had been received from Mr. Eugene DuBois, of the Midwest Junior College Leadership Training Program. Mr. DuBois had just completed a six-months' stay in St. Louis, working with the Junior College District. He had expressed his appreciation to the Board of Trustees, and the administrators of the college. Mr. DuBois stated that his had been a most rewarding experience, and he felt he had profited greatly from it.

Dr. Cosand also told the Board members that several other Directors of Leadership Training Programs had written to the District, and another intern would undoubtedly be working with the St. Louis Junior College at a future date.

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A letter had also been received from Dr. H. Grant Vest, Secretary of the Trustees of State Colleges, Denver, Colorado. Dr. Vest stated that a program would be inaugurated in Denver by the Fall of 1965.

2. PERSONNEL

2.1 Certificated Personnel - Professional Staff

There were no recommendations for this Board meeting.

2.2 Certificated Personnel - Change in Classification

The President of the College, Dr. Cosand, reported that through a typographical error, Mrs. Carol Igoe - Instructor in English - was approved at the September 9, 1963 Board meeting at a classification of 1-1, instead of 1-3.

Upon motion by Mrs. Bastian, seconded by Mr. Getl, and with the unanimous aye vote of all members, the necessary corrections were approved.

2.3 Classified Personnel

The President of the College recommended the employment of the following classified personnel:

Wayne Berkbigler - Delivery Man - Range 6, Step A - Effective 9/12/63

Delores LaMew - Switchboard Operator - Range 6, Step A - Eff. 9/20/63

Paul A. Henerich, Switchboard Operator - Nights - Range 4, Step A (Half-time) Effective 9/24/63

A general discussion followed, with respect to their qualifications, and proposed duties.

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

RESOLVED, That the classified personnel listed above be employed by the District in the classification and at the salary indicated.
3. CURRICULUM AND INSTRUCTION

3.1 Report on Educational Television

Mr. Robert J. Nissen, who was retained by the District as a part-time consultant in the field of educational television, appeared before the Board.

Mr. Nissen discussed his report, "Instructional Television Systems Analysis for the Junior College District of St. Louis - St. Louis County".

General conversation ensued. Mr. Nissen explained the three methods of transmission available for educational television: cable, micro-wave, and 2500 megacycle.

A discussion followed which involved the recommendations of Mr. Nissen for the District. This was an over-all study, taking into consideration the growth of the College, and projecting the needs up to and through completion of the three campuses, which were proposed in the master plan.

The Board President, Mr. Williamson, commended Mr. Nissen for the very thorough study.

3.2 Orientation Meetings

Dr. Tirrell reported on the orientation meeting which had been held at the Engineers Club for the faculty on September 17th. Among the subjects which had been covered were admissions, probation, restrictions, and withdrawals.

Dr. Tirrell told the Board that a meeting would be held at the Engineers Club on October 2nd. At this meeting, the foremost subject would be student counseling.

On October 12th and 13th, an orientation meeting would be held at Trout Lodge, in Potosi, Missouri. Dr. Tirrell said further information would be forthcoming on this meeting involving the workshops, discussion groups, etc.

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3.3 Technical Education

The President of the College, Dr. Cosand, reported on a staff meeting which had been held one evening on technical education.

Dr. Cosand and Dr. Tirrell, the Vice President of Instruction, told the Board of programs under consideration, and reported on recent meetings which had been held with various citizen groups in which specific programs had been requested for adoption by the Junior College District.

An informal discussion developed, involving all Board members, and various staff members. The different channels open to the Junior College District, and the immediate needs of the community, with respect to technical education, were thoroughly discussed.

Dr. Libby presented his views - as did Mr. McKenna and Mr. Hobson. Dr. Cosand told the Board that these three men had very strong backgrounds in the field of technical education.

Board President Williamson stated that this discussion would be continued at a future Board meeting.

4. COLLEGE FACILITIES

4.1 Progress at South County

Vice President Hobson reported on the progress being made at South Campus. He told the Board that all shells of the temporary structures would be in place at the end of the week. The demolition of the old ruins of St. Joseph College was in progress, and grading and landscaping was being completed at the west end of the property, surrounding the three brick houses which were standing on the site.

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4.2 Dedication Ceremonies

The President of the College reported on existing conditions with respect
to dedication ceremonies at the South Campus site. It was the decision of the
Board to hold these ceremonies on Sunday afternoon, December 15th.

Dr. Cosand circulated a memorandum which contained the recommendations
of the staff.

A general discussion developed.

It was the consensus of opinion among the Board members to hold this
dedication at the South County site on Sunday afternoon, December 15, 1963,
from 1:00 p.m. to 4:00 p.m. The ceremonies would be in the nature of an
Open House, and the general public would be invited to tour the buildings.
Dr. Cosand told the Board that attendant publicity would be given to the event.

4.3 Parking at South Campus

Vice President Hobson reported on the parking situation at South Campus.
Mr. Hobson explained that all streets around Roosevelt High School were being
used by students, because they were at the College in such large numbers from
4:00 p.m. to 10:00 p.m. It was an awkward situation for the residents of the
neighborhood, as well as for the students who were having difficulty finding places
to park.

Board President Williamson asked Mr. Woodruff, counsel for the District,
to investigate the situation for the Board of the college.

4.4 Physical Education Facilities

It was agreed to postpone this discussion until a future meeting of the Board.

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5. BUSINESS AND FINANCE

5.1 Financial Statement for period from April 3, 1962 to June 30, 1963

Vice President Hobson presented the Audited Financial Statement from Ernst and Ernst for the period from April 3, 1962 to June 30, 1963.

A general discussion followed.

Whereupon, on motion by Mr. Gell, seconded by Mr. McCalpin, and passed with the unanimous aye vote of all Board members, it was

RESOLVED, That the Audited Financial Statement from Ernst and Ernst for the period from April 3, 1962 to June 30, 1963 be accepted by the Board of Trustees of The Junior College District of St. Louis - St. Louis County, Missouri.

6. STUDENT PERSONNEL SERVICES

6.1 Loan Fund - Women’s Advertising Club of St. Louis

The President of the College, Dr. Cosand, reported that the Women’s Advertising Club of St. Louis wished to establish a loan fund in the amount of $500.00 for the use of students of The Junior College District. The fund would be for the use of students taking a liberal arts course, or for students pursuing a course in advertising, in the broadest sense of the word.

A general discussion followed.

Whereupon, on motion by Mr. Gell, seconded by Mr. McCalpin, and passed with the unanimous aye vote of all members of the Board, it was

RESOLVED, That the Junior College District of St. Louis - St. Louis County accept the student loan fund which is being offered by the Women’s Advertising Club of St. Louis

FURTHER RESOLVED, That this loan fund be for the use of students of the college who are pursuing a course in advertising, in its broadest sense, or for students taking a liberal arts course

FURTHER RESOLVED, That the loan fund be administered by the Vice President for Business of the college, and that it be set up according to existing rules in the Policies and Procedures Manual.

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COMMUNITY RELATIONS

7.1 Analysis of technical and academic brochures

Dr. Tirrell circulated the academic and technical brochures, which have been prepared by the staff, and circulated among high schools, industrial plants, business offices, and service organizations throughout the area.

Seventeen brochures have been distributed thus far.

A general discussion followed.

8. ADJOURNMENT

Board President Williamson asked if there were any further business to come before the Board. There was not, and Mrs. Bastian made a motion that the meeting be adjourned. Mr. Glaser seconded the motion, and it was unanimously approved at 11:50 p.m.

Respectfully submitted

Dolores B. Tygard, Secretary
Board of Trustees
The Junior College District of St. Louis - St. Louis County, Missouri