A regular meeting of the Board of Trustees of the Junior College District of St. Louis - St. Louis County, Missouri, was held on Monday, May 24, 1965 at the Central Office of the District, 7508 Forsyth Blvd., St. Louis, Missouri.

I. GENERAL FUNCTIONS

1.2 Roll Call

The Board President, Mrs. Joseph C. Bastian, called the meeting to order at 8:00 p.m. The following members were present:

Mrs. Joseph C. Bastian
Messrs. Lester C. Geil
Guy S. Ruffin
Joseph G. Stewart
Gerald V. Williamson

Board member Morris Glaser was unable to attend the meeting, since he was away on a business trip. Also present were Dr. Joseph P. Cosand, President; Mr. James W. Hobson, Vice President; Dr. Douglas F. Libby, Jr., Campus Director; Dr. Glynn E. Clark, Campus Director; Dr. R. William Graham, Campus Director; and Mrs. Dolores Tygard, Community Relations - all of the Junior College District staff. Mr. Bruce E. Woodruff of the firm of Armstrong, Teasdale, Roos, Kramer and Vaughan, Counsel for the District, was also present.
1.3 Minutes

Board President Bastian asked for approval of the Minutes of the Regular meeting of May 10, 1965. They were read and discussed, together with the changes to the Minutes which had been recommended by Counsel.

Whereupon, on motion by Mr. Geil, seconded by Mr. Williamson, and with the unanimous aye vote of all members of the Board, the Minutes of the Regular meeting of May 10, 1965, were approved as submitted.

Board President Bastian asked for approval of the Minutes of the Special meeting of May 17, 1965. They were read and discussed.

Whereupon, on motion by Mr. Williamson, seconded by Mr. Ruffin, and with the unanimous aye vote of all members of the Board, the Minutes of the Special meeting of May 17, 1965, were approved as submitted.

1.4 Welcome to Guests

Board President Bastian welcomed Mr. Nick DelCalzo - a reporter from the St. Louis Globe Democrat, and Mr. John C. Robertson.

1.6 Communications

1.6.1 The Secretary of the Board, Mrs. Dolores Tygard, read a letter from Mrs. Eleanor Wokurka, 3004 Mt. Pleasant Street, in which she commended the Board of Trustees and the staff for graduating her son, Thomas, in an impressive ceremony. Mrs. Wokurka said that she wanted to take a few minutes to acknowledge the mental power and tremendous amount of footwork which must have been utilized to establish what she thinks is a great institution. She stated that the many benefits to the graduates will be lasting and have opened up her son's mind and ejected him into the never, never land of education.
1.6.2 The Secretary of the Board, Mrs. Dolores Tygard, read a letter from James Fox, Jr., President of the Board of Education of the School District of Bayless. Mr. Fox complimented the Board of Trustees for the excellent manner in which the District has served the needs of the youth of the area. He endorsed Representative Gralike’s proposal concerning the location of a campus in South St. Louis County. He added that his School District was of the opinion that a campus located in the area would have much merit and they offered their assistance in any way the Board might find it helpful.

1.6.3 The Secretary of the Board, Mrs. Dolores Tygard, read a letter from Mrs. Ruby Thurman of the Bayless Mothers’ Club in which the School Mothers’ Club have expressed a desire to have a Junior College Campus located at Jefferson Barracks. They stated that they are vitally interested in having a campus which would be convenient for South County residents, and they hoped the matter would not be dropped. They expressed a desire to soon have a fourth campus located in their area.

1.6.4 The Secretary of the Board, Mrs. Dolores Tygard, read a communication from Mr. D. Reid Ross, Chairman of the Drafting Committee of the St. Louis Regional Industrial Development Corporation. The by-laws of RIDC provided for the appointment of a Director by each charter member of the corporation, and he therefore asked that the Board appoint a Director, prior to the first meeting of RIDC on June 7, 1965 at the Racquet Club in St. Louis.

A general discussion followed.

Whereupon, on motion by Mr. Williamson, seconded by Mr. Stewart, and with the aye vote of all members of the Board, the following Resolution was adopted.

5/24/65 - 3 -
RESOLVED, That the Board of Trustees does hereby designate and appoint Lester C. Geil to be a Director of the St. Louis Regional Industrial Development Corporation as the official representative of The St. Louis, St. Louis County Junior College District, a charter member of the Corporation.

FURTHER RESOLVED, That the Secretary of the District notify the St. Louis Regional Industrial Development Corporation of the Appointment of Lester C. Geil as a Director together with the designation of the date of this Resolution.

2. PERSONNEL

2.1 Division Chairmen

The President of the College, Dr. Cosand, recommended that the Board appoint the following members of the professional staff as Division Chairmen for the College Year 1965-66, in accordance with section 4.10 of the Policies and Procedures Manual.

Florissant Valley Community College:

Mr. David Underwood -- Communications

Mr. Norman Bucher -- Business

Mr. William Voos -- Humanities

Mr. Donald Gawronski -- Social Science

Mr. George Ragland -- Mathematics

Mr. Marvin Barnum -- Science

Mr. William Schallert -- Engineering
Forest Park Community College:

Mr. Malkom Jackoway — Humanities and Communications
Mr. Victor Reef — Engineering, Math., and Physical Sciences
Mr. Uvan Handy — Business and Economics
Mr. Robert Richey — Social Sciences
Mr. Oliver Duggins — Life Sciences, Health and Physical Education
Mr. Raymond Hauver — Counseling and Guidance

Meramec Community College:

Mr. Walter Stoffel — Communications
Mr. Thomas Hilgeman — Business
Mr. Garth Bell — Humanities
Mr. Jules Biegeisen — Social Science
Mr. Arnold Greer — Science
Mr. Robert Murray — Mathematics and Engineering

A general discussion followed.

Whereupon, on motion by Mr. Williamson, seconded by Mr. Stewart, and upon the aye vote of all members of the Board who were present, it was

RESOLVED, That the foregoing members of the professional staff of the Junior College District be appointed Division Chairmen, at the various campuses of the Junior College District, for the College Year 1965-66, in accordance with section 4.10 of the Policies and Procedures Manual.

2.2 Certificated Personnel

In accordance with President Cosand's recommendation, after due discussion, and upon motion by Mr. Williamson, seconded by Mr. Stewart, it was unanimously

RESOLVED, That the following Certificated Personnel be employed in the capacity and at the salary classification hereinafter set out; said salary classification having been previously approved by the Board:

5/24/65
Miss Harriett McIntosh - Instructor - FVCC - IV - 4 - Effective 9/13/65

Mrs. Betty Jean Thompson - Assistant Professor - FPCC - V - 2 - Effective 9/13/65

Miss Gladys E. Thum - Assistant Professor - FVCC - V - 4 - Effective 9/13/65

Mrs. Fredda D. Witherspoon - Associate Professor - FPCC - VI - 2 - Eff. 9/13/65

FURTHER RESOLVED, That the President of the Board be and is hereby authorized to execute the form Instructor's Contract, previously adopted by the Board, with the above full-time certificated employees, which said contract is to be filed with the records of the District.

2.3 Summer Session Appointments

The President of the College, Dr. Cosand, recommended that the employment of the following Certificated Personnel for the 1965 Summer Session:

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Hours</th>
<th>Rate</th>
<th>Date</th>
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<tbody>
<tr>
<td>John Seyfried</td>
<td>Art</td>
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<td>John Donnell</td>
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<td>Thomas Hilgeman</td>
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<td>Joseph Dunne</td>
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<tr>
<td>Robert Murray</td>
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<tr>
<td>A. Glenwood Gilliland</td>
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<td>Arnold Greer</td>
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<td>Robert Gillespie</td>
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<td>Vera Phillips</td>
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<td>Doris Mosley</td>
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<td>Jules Biegelsen</td>
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5/24/65 - 6 -
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<td>Wendell Rivers</td>
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<td>Twyman Jones</td>
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<td>Marie Bergmann</td>
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<td>Paul Gianinú</td>
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<td>Jo Ann Wehmeier</td>
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<td>Ernest B. Gourdine</td>
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<td>Neal E. Hartman</td>
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<td>Frank Livingston</td>
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<td>Leonora West</td>
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<td>Molly Orr</td>
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<td></td>
<td>@170.00</td>
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</tbody>
</table>

5/24/65

- 7 -
A general discussion followed. Whereupon, on motion by Mr. Williamson, seconded by Mr. Stewart, and upon the aye vote of all members of the Board who were present, it was

RESOLVED, That the Administrative Personnel recommended for employment by Dr. Cosand as set out in the foregoing list, for the 1965 Summer Session, be employed in the capacity and at the salary classification therein set out, said salary classification having been previously approved by the Board.

2.4 Certificated Personnel - Resignations

The President noted the following resignations:

Mr. Paul C. Gianini

Mr. Laymond Loyd (on May 10 Agenda)

Mr. James W. Hobson

A general discussion followed. Whereupon, on motion by Mr. Williamson, seconded by Mr. Stewart, and with the unanimous aye vote of all members of the Board who were present, it was

RESOLVED, That the President of the Board of Trustees of the Junior College District of St. Louis - St. Louis County, Missouri direct a communication to Mr. James W. Hobson, Vice President - Business Services, expressing their appreciation for the services which he has rendered during his employment
with the District, and the Board Members' regret at his leaving, and
that such Resolution be spread upon the Minutes of the District.

2.5 **Administrative Personnel**

The President of the College, Dr. Cosand, recommended the employment of
the following Administrative Personnel as noted below:

John C. Robertson, Vice President - Business Services - Step 3 - Eff. 7/1/65

A general discussion followed with respect to Mr. Robertson's academic background
and general qualifications. Whereupon, on motion by Mr. Williamson, seconded by
Mr. Stewart, and upon the aye vote of all members of the Board who were present,
it was

RESOLVED, That John C. Robertson be offered a contract of employment
with the District in the capacity of Vice President - Business Services -
Step 3 - on the salary classification of said position, said employment to
be effective July 1, 1965 and to be for an initial term of three years.

FURTHER RESOLVED, That the President of the Board be and is hereby
authorized to execute a three-year employment contract on behalf of
the District with John C. Robertson, said contract to be in the form
as that of the other Vice Presidents of the District, and to include
provisions for a **Tax Sheltered Annuity Program**.

2.6 **Classified Personnel**

In accordance with President Cosand's recommendation, after due discussion, and
on motion by Mr. Williamson, seconded by Mr. Stewart, and with the unanimous aye vote
of all members of the Board, it was

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

Mrs. Gloria L. Scarbrough - Clark Typist - FVCC - Range 7 Step B - Eff. 5/25/65

Mr. Glen F. Horton, Jr. - Purchasing Assistant - Central Office - Range 12
Step A - Effective 5/25/65

3. **CURRICULUM AND INSTRUCTION**

No Report

5/24/65
5.1 Ratification of Investments

The President of the College requested ratification of the investments made by the Treasurer of the College for the period from May 11 through May 24, 1965.

A general discussion followed. Whereupon, on motion by Mr. Williamson, seconded by Mr. Ruffin, and with the aye vote of all members of the Board who were present, it was

RESOLVED, That the following investments by the Treasurer of the Junior College District of St. Louis, St. Louis County, Missouri, be ratified, approved, and adopted by the Board of Trustees:

$350,000 in U. S. Treasury Bills, purchased May 13, 1965, due May 20, 1965 from Mercantile Trust Company, on a 3.78 basis for a total cost of $349,742.75.

$200,000 in U. S. Treasury Bills, purchased May 20, 1965, due May 27, 1965, from First National Bank in St. Louis, on a 3.80 basis for a total cost of $199,852.22.

The following Certificates of Deposit with the Boatmen's National Bank of St. Louis, purchased on May 20, 1965 (maturity dates as indicated)

- June, 1965 -- $250,000
- July, 1965 -- $250,000
- August, 1965 -- $350,000
- September, 1965 -- $75,000
- November, 1965 -- $75,000

Vice President Hobson pointed out that in accordance with Board policy, requests for bids had gone out prior to the investments.
5.2 **Acceptance of Bid from Fisher Scientific Company**

The President of the College recommended the acceptance of a bid and awarding of an order to Fisher Scientific Company for Organic Chemistry Lab. Sets to be used at the Meramec Community College and the Florissant Valley Community College Campuses, in the amount of $1,671.44, as approved under NDEA grants.

A general discussion followed. Whereupon, on motion by Mr. Geil, seconded by Mr. Williamson, and with the following vote:

Mr. Geil (yes), Mr. Williamson (yes), Mr. Stewart (yes), Mrs. Bastian (yes), Mr. Ruffin (no). It was

RESOLVED, That the Board of Trustees of the Junior College District of St. Louis - St. Louis County, Missouri, accept the bid of the Fisher Scientific Company and authorize the purchase of 23 Organic Chemistry Lab. Sets for the Meramec Campus and the Florissant Valley Campus, in the amount of $1,671.44.

5.3 **Acceptance of Bid from D. C. Heath Company**

The President of the College recommended the acceptance of a bid and awarding of an order to D. C. Heath Company to be used by the Physics Department of the Meramec Community College Campus in the amount of $2,460.00, as approved under NDEA grants.

A general discussion followed. Whereupon, on motion by Mr. Williamson, seconded by Mr. Ruffin, and with the aye vote of all members of the Board who were present, it was

RESOLVED, That the Board of Trustees of the Junior College District of St. Louis - St. Louis County, Missouri, accept the bid of the D. C. Heath Company and authorize the purchase of two Malmstadt-Enke Instrumentation Laboratory Units for the Meramec Campus, to be used by the Physics Department, in the amount of $2,460.00.
5.4 Acceptance of bid from Philco Electrical Company

The President of the College recommended the acceptance of a bid and awarding of an order to the Philco Electrical Company for instructional equipment for the Electrical Technology Program on the Florissant Valley Campus, in the amount of $4,296.60, as approved under NDEA grants.

A general discussion followed. Whereupon, on motion by Mr. Williamson, seconded by Mr. Geil, and with the aye vote of all members of the Board who were present, it was

RESOLVED, That the Board of Trustees of the Junior College District of St. Louis, St. Louis County, Missouri accept the bid of the Philco Electrical Company and authorize the purchase of six laboratory circuit analysis units to be used in the Electrical Technology Program on the Florissant Valley Campus, in the amount of $4,296.60.

5.5 Retention of Armstrong, Teasdale, Roos, Kramer, and Vaughan

The President of the College, Dr. Cosand, requested the Board's approval, by Resolution, of the retention of the legal firm of Armstrong, Teasdale, Roos, Kramer and Vaughan, as Counsel for the Junior College District of St. Louis, St. Louis County, Missouri for the period of May 24, 1965 through June 30, 1966.

A general discussion followed involving all Board members. Whereupon, on motion by Mr. Stewart, seconded by Mr. Williamson, and upon the aye vote of all members of the Board who were present, it was

RESOLVED, That the Junior College District retain the services of Kenneth Teasdale, and Armstrong, Teasdale, Roos, Kramer and Vaughan, for a period of fourteen months commencing May 24, 1965 and ending with the end of the fiscal year on June 30, 1966, on a retainer basis of $500 per month, to be adjusted at the end of November, 1965 and June, 1966 on the basis of time charges varying from $20 to $40 per hour.

5/24/65 - 12 -
5.6 **Resolution Granting the Junior College District Purchasing Agent Authority to Sign all Documents for the Purchase and Control of Tax-Free Alcohol**

The President of the College recommended the approval, by Resolution, of the expressed authority for Mr. Tony Lipinski, Purchasing Agent for the Junior College District of St. Louis - St. Louis County, Missouri, to sign all documents for the purchase and control of tax-free alcohol to be used in connection with the District's chemistry instruction.

A general discussion followed. Whereupon, on motion by Mr. Williamson, seconded by Mr. Stewart, and with the aye vote of all members of the Board, it was

RESOLVED, That the Board of Trustees of the Junior College District of St. Louis - St. Louis County, Missouri grant authority to Mr. Tony Lipinski, Purchasing Agent, to sign the tax-free documents and other corresponding records necessary for the purchase and control of tax-free alcohol to be used in connection with chemistry instruction.

5.7 **Book Scholarship - Chapter HI of PEO**

The President of the College requested the acceptance of a $50 book scholarship, granted by the Chapter HI of PEO. The $50 donation is to be used as a book scholarship for a student at the Meramec Community College who resides in the City of Kirkwood.

A general discussion followed. Whereupon, on motion by Mr. Williamson, seconded by Mr. Geil, and with the aye vote of all members of the Board, it was

RESOLVED, That the Board of Trustees of the Junior College District of St. Louis - St. Louis County, Missouri accept the $50 book scholarship granted by the Chapter HI of PEO, for a student at the Meramec Community College, residing in the City of Kirkwood.

FURTHER RESOLVED, That the Secretary of the Board be requested to express the Board's appreciation for this scholarship.

6. **STUDENT PERSONNEL SERVICES**

No Report

7. **COMMUNITY SERVICES**

7.1 **YMCA Sign on FVCC Property**

5/24/65
The President of the College recommended that the North County YMCA be permitted to erect a sign on the edge of the Florissant Valley Community College property on Pershall Road, with the condition that such agreement is contingent upon agreement by the North County YMCA to remove the sign within ten days from a written request of the Board of Trustees of the Junior College District of St. Louis, St. Louis County, Missouri. The property which the YMCA purchased abuts the eastern edge of the Junior College District property, and has no access to Pershall Road. The sign, unless placed on the Junior College District property, could not be seen from Highway 270 or from Pershall Road.

A general discussion followed. Whereupon, on motion by Mr. Williamson, seconded by Mr. Ruffin, and upon the aye vote of all members of the Board who were present, it was

RESOLVED, That the Board of Trustees of the Junior College District of St. Louis - St. Louis County, Missouri, grant permission to the North County YMCA to erect a sign on the edge of the Florissant Valley Community College property on Pershall Road; with the condition that the sign be removed upon the request of the Board of Trustees of the Junior College District of St. Louis - St. Louis County, Missouri.

7.2 Graduation Ceremonies

Board Member Williamson commented upon the fact that a great many citizens had complimented the staff for the smoothness with which the graduation ceremonies had been performed.

A general discussion followed involving all Board members. Whereupon, on motion by Mr. Williamson, seconded by Mr. Geil, and with the aye vote of all members of the Board who were present, it was

RESOLVED, That the Board of Trustees of the Junior College District of St. Louis, St. Louis County, Missouri express its appreciation to Dr. Florence R. Brown, Chairman of the Commencement Committee together with Mr. James P. O'Grady, Mr. John B. Peters, Mr. Horace Graessle, and Mr. Tony Lipinski, for the work they had done in arranging for the graduation ceremonies, where 67 students of the Junior College District received Associate Degrees and Certificates on May 11, 1965.
8. NEW BUSINESS

8.1 Support of St. Louis Board of Education Tax Proposal

Board President Bastian pointed out that the St. Louis City School System was in a difficult position at the moment, and she asked for the thinking of the Board of Trustees regarding a Resolution of support for the proposed St. Louis City School Tax increase.

A general discussion followed, Whereupon, on motion by Mr. Williamson, seconded by Mr. Ruffin, and upon the aye vote of all members of the Board who were present, it was

RESOLVED, That the Board of Trustees of the Junior College District of St. Louis - St. Louis County, Missouri direct a telegram to Mr. James S. McClellan, President of the Board of Education, endorsing the tax proposal of the Board of Education, in the following form:

"The Board of Trustees of the Junior College District of St. Louis - St. Louis County, Missouri unanimously supports the St. Louis School Board's proposal for a tax rate of $2.5!$. A strong educational system is mandatory for any dynamic community. St. Louis is on the move, and its over-all educational program must keep pace with business, industrial and civic improvements. We all know that the leadership needed for progressive cities must be enlightened, educated, visionary, and realistic. Without a foundation of strong education, this kind of leadership will not be available."

9. COMMUNITY RELATIONS

Dr. R. William Graham, Vice President and Campus Director of the Forest Park Community College, reported on a recent television show which had been aired over KMOX-TV. He and several members of his staff had appeared on "Challenge", on May 22, 1965 and had answered questions, on the air, from viewers throughout the area.
10. **ADJOURNMENT**

Board President Bastian asked if there were any further business to come before the Board. There was not, and Mr. Williamson moved that the meeting be adjourned. Mr. Ruffin seconded the motion, and it was unanimously adjourned at 9:50 p.m.

Respectfully submitted,

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

5/24/65