A regular meeting of the Board of Trustees of The Junior College District of St. Louis, St. Louis County, Missouri, was held on Monday, March 27, 1967, at the Central Office of the District, 7508 Forsyth Boulevard, St. Louis, Missouri.

1. GENERAL FUNCTIONS

1.2 Roll Call

The President of the Board, Mr. Joseph G. Stewart, called the meeting to order at 8:06 p.m. The following members were present:

Mrs. Joseph C. Bastian

Messrs. Guy S. Ruffin

Joseph G. Stewart

Gerald V. Williamson

Donald M. Witte

The President of the Board noted that Mr. Lester C. Geil was unable to be present for this meeting.

Also present were Dr. Joseph P. Cosand, President of the District; Mr. John C. Robertson, Vice President for Business; Dr. Glynn E. Clark, Vice President-Campus Director; Dr. Douglas F. Libby, Jr., Vice President-Campus Director; Dr. R. William Graham, Vice President-Campus Director; Mr. Lawrence F. O'Neill, Coordinator of Physical Facilities; Mrs. Mary Jane Calais, Associate Coordinator, Business and Treasurer of the Board of Trustees; Mr. Paul H. Connole, Assistant To The President and Secretary
of the Board of Trustees; Mrs. Dolores B. Tygard, Community Relations Assistant — all of The Junior College District staff. Also present was Mr. Bruce E. Woodruff of the firm of Armstrong, Teasdale, Kramer and Vaughan, counsel for the District.

1.3 Minutes

Board President Stewart asked for approval of the Minutes of the Regular Meeting of March 13, 1967. Mrs. Bastian called the secretary's attention to a correction on Page 10. Whereupon, on motion by Mrs. Bastian, seconded by Mr. Witte, and with the aye vote of all members of the Board present, the Minutes of the Regular Meeting of March 13, 1967 were approved as corrected.

1.4 Welcome to Guests

Mr. Stewart welcomed newspaper reporters, Mr. Gus Lumpe of the St. Louis Globe-Democrat and Mr. Frank Leeming, Jr. of the St. Louis Post-Dispatch. He also welcomed Mr. Paul Rusk of the District Instructional Resources Department. Dr. Libby introduced Mr. Harley Behm, administrative intern with the District, who is working on his doctoral degree from the University of Missouri.

1.6 Communications

Mrs. Juanita Novak, recording secretary for the Board, read the following correspondence:

1.6.1 Letter from President Donald E. Puyear of Dobney S. Lancaster Community College, complimenting Dr. Glynn Clark on the interesting remarks made in his presentation at the recent AAJC convention and added further that this Virginia community college was adopting some of the suggested procedures on staff recruitment recommended in Dr. Clark's presentation.
1.7 Treasurer's Report

The Board was requested to approve the Budget Expense and Budget Income Summary Reports for the month of February, 1967.

Upon motion by Mr. Williamson, seconded by Mr. Witte, and with the approval of all members of the Board present, the Budget Expense and Budget Income Summary Reports for the month of February, 1967 were approved as submitted.

1.8 Ratification of Investments

The Board was requested to ratify investments made by the Treasurer of the District, for which bids had been received in accordance with Board policy.

Whereupon, on motion by Mr. Williamson, seconded by Mr. Witte, and with the aye vote of all members of the Board present, it was

RESOLVED, That the following investments made on behalf of The Junior College District by the Treasurer thereof, be and hereby are, ratified, approved, and adopted by the Board of Trustees:

General Fund
$150,000 Certificates of Deposit, purchased March 9, 1967, from South County Bank, on a 5.28 basis, to mature May 11, 1967, for a total cost of $150,000.00.

$100,000 Certificates of Deposit, purchased March 16, 1967, from State Bank of Wellston, on a 5.30 basis, to mature June 8, 1967, for a total cost of $100,000.00.

$100,000 Certificates of Deposit, purchased March 16, 1967, from State Bank of Wellston, on a 5.30 basis, to mature July 13, 1967, for a total cost of $100,000.00.

$100,000 Certificates of Deposit, purchased March 16, 1967, from State Bank of Wellston, on a 5.30 basis, to mature August 31, 1967, for a total cost of $100,000.00.

$100,000 Certificates of Deposit, purchased March 16, 1967, from State Bank of Wellston, on a 5.30 basis, to mature September 29, 1967, for a total cost of $100,000.00.
Building Fund
$900,000 U. S. Treasury Bills, purchased March 9, 1967, from First National Bank, on a 4.00 (+$3.00) basis, to mature March 23, 1967, for a total cost of $898,603.00.

$200,000 Certificates of Deposit, purchased March 16, 1967, from State Bank of Wellston, on a 5.30 basis, to mature November 9, 1967, for a total cost of $200,000.00.

$500,000 Certificates of Deposit, purchased March 16, 1967, from South County Bank, on a 5.35 basis, to mature December 21, 1967, for a total cost of $500,000.00.

$300,000 Certificates of Deposit, purchased March 16, 1967, from South County Bank, on a 5.35 basis, to mature January 11, 1968, for a total cost of $300,000.00.

Construction Fund
$600,000 U. S. Treasury Bills, purchased March 16, 1967, from Merrill Lynch, on a 3.85 (+$3.00) basis, to mature March 23, 1967, for a total cost of $599,553.83.

$750,000 Certificates of Deposit, purchased March 16, 1967, from State Bank of Wellston, on a 5.30 basis, to mature April 20, 1967, for a total cost of $750,000.00.

Debt Service Fund
$30,000 Certificates of Deposit, purchased March 16, 1967, from State Bank of Wellston, on a 5.00 basis, to mature January 30, 1968, for a total cost of $30,000.00.

2. PERSONNEL

2.1 Certificated Personnel - Full-Time Employment - Academic Year 1967-68

The Board was requested to approve employment of certificated full-time personnel for the academic year 1967-68. Whereupon, on motion by Mr. Witte, seconded by Mr. Williamson, and with the aye vote of all members of the Board present, it was

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:
FURTHER RESOLVED, That the President of the Board be and hereby is, authorized to execute the appropriate contract, previously adopted by the Board, with the above employees, which said contract is to be filed with the records of the District.
2.2 Certificated Administration - Salary Adjustment

The Board was requested to approve a salary adjustment for Mr. Raymond J. Stith, Dean of Instruction of the Florissant Valley Campus from three-quarters salary to full salary based upon completion of his work at SIU in accordance with a Ford grant, previously approved by the Board.

Whereupon, on motion by Mr. Witte, seconded by Mr. Williamson, and with the aye vote of all members of the Board present, it was

RESOLVED, That the Board does hereby approve salary adjustment for certificated administrative personnel as follows:

Mr. Raymond J. Stith - Dean of Instruction - FVCC - From 3/4 salary to full salary out of District funds, and from 1/4 salary to no remuneration out of Ford Foundation grant funds - Effective 4/1/67

FURTHER RESOLVED, That modification be made to the existing employment contract with the above certificated employee, which said contract is to be filed with the records of the District.

2.3 Employment Correction

The Board was requested to approve correction to the employment contract for Stephen Kinsella.

Whereupon, on motion by Mr. Witte, seconded by Mr. Williamson, and with the unanimous approval of all members of the Board present, it was

RESOLVED, That the Board does hereby approve employment correction for certificated personnel as follows:

Mr. Stephen Kinsella - MCC - From: 10 contact hrs. $125
To: 12 contact hrs. $125 - Eff. 2/6/67

FURTHER RESOLVED, That correction be made to the existing employment contract with the above certificated employee, which said contract is to be filed with the records of the District.
2.4 Classified Personnel - Full-Time Employment

The Board was requested to approve employment of classified personnel. Whereupon, on motion by Mr. Witte, seconded by Mr. Williamson, and with the aye vote of all members of the Board present, it was

RESOLVED, That the following classified personnel be employed by The Junior College District in the classification and at the salary classification having been previously approved by the Board:


Judy A. Nichols - Stenographer - C. O. - 9A - Eff. 3/28/67

2.5 Classified Personnel - Correction Of Board Approval

In accordance with Dr. Cosand's recommendation, the Board was requested to correct previous action taken by the Board at its October 10, 1966 meeting concerning the effective employment dates of Carol (Stieghorst) Bird and Lois Bouas.

Whereupon, on motion by Mr. Witte, seconded by Mr. Williamson, and with the aye vote of all members of the Board present, it was

RESOLVED, That the Board of Trustees does hereby approve correction of the effective employment dates of the following classified personnel:

Carol (Stieghorst) Bird - Library Assistant - FVCC - 10A - From: Eff. Date 10/11/66 To: Eff. Date 9/27/66

2.6 Classified Personnel - Six-Month Increments

Dr. Cosand requested the Board to approve salary increases for classified personnel completing their six-month probationary period with the District.

Whereupon, on motion by Mr. Witte, seconded by Mr. Williamson, and with the aye vote of all members of the Board present, it was
RESOLVED, That the following classified personnel, having completed their first six-month probationary employment period with the District, be granted a salary increase as follows:

James Ferrara - Maintenance Man - MCC - From: 13A
To: 13B - Eff. 4/1/67

Judith A. Mounts - Clerk-Typist - C. O. - From: 8A
To: 8B - Eff. 4/1/67

Dennis O'Connor - A.V. Technician - C. O. - From: 13A
To: 13B - Eff. 4/1/67

Kathleen Kelly - Stenographer - FVCC - From: 9A
To: 9B - Eff. 4/1/67

Ann Glass - Stenographer - FPCC - From: 9A
To: 9B - Eff. 4/1/67

Tom G. Rankin - Personnel Asst. - C. O. - From: 16C
To: 16D - Eff. 4/1/67

Carol Bird - Library Assistant - FVCC - From: 10A
To: 10B - Eff. 4/1/67

Lois Bouas - Stenographer - FVCC - From: 9A
To: 9B - Eff. 4/1/67

Theodora Chorn - Administrative Secretary - FVCC - From: 13B
To: 13C - Eff. 4/1/67

3. CURRICULUM AND INSTRUCTION

3.1 Approval Of Allied Health Services Curricula

Upon approval of the Allied Health Services Advisory Committee and recommendation of the District staff, the Board was requested to approve Allied Health Services curricula to broaden the technical offerings in the overall health field and to help alleviate growing shortages within the medical profession.

Whereupon, on motion by Mr. Witte, seconded by Mrs. Bastian, and with the unanimous approval of all members of the Board present, the following Allied Health Services Curricula were approved by the Board:

3/27/67
3.2 April 10th Board Meeting To Be Held At FVCC

Dr. Cosand requested permission from the Board to hold the meeting of the Board scheduled for April 10, 1967 at the Florissant Valley Campus, and the May 8, 1967 meeting at the Meramec Campus in order that the District staff may demonstrate some of the data processing developments now being studied within the District.

Whereupon, on motion by Mrs. Bastian, seconded by Mr. Ruffin, and with the aye vote of all members of the Board present, permission was granted to hold the April 10th and May 8th Board Meetings at the Florissant Valley and Meramec Campuses.

3.3 Law Enforcement Advisory Committee Appointment

Dr. Cosand requested Board approval of Colonel Edmund I. Hockaday, Superintendent of the Missouri State Highway Patrol, as an additional member of The Junior College District Law Enforcement Advisory Committee for the academic year 1966-67.

Whereupon, on motion by Mr. Ruffin, seconded by Mr. Williamson, and with the unanimous approval of all members of the Board present, it was

RESOLVED, That the Board of Trustees does hereby appoint Colonel Edmund I. Hockaday to serve as a member of the existing District Law Enforcement Advisory Committee for the academic year 1966-67, said appointment to terminate August 31, 1967.
4. PHYSICAL FACILITIES

4.1 Construction Progress Report

Mr. Larry O'Neill, Coordinator of Physical Facilities, reported on the construction progress at each of the three campuses, as follows:

Florissant Valley Campus:
Site work has resumed and paving and grading on the site should begin this week.

Meramec Campus:
Site work is being completed this week and seeding and sodding should be done next week.

Forest Park Campus:
Laboratory equipment is now being installed. Landscapping tests at the Forest Park Campus indicate that the soil is such that underground pipes will have to be installed under the trees for drainage. Occupancy is still scheduled for June 1, 1967.

4.2 Furniture Status Report

Mr. Robertson, Vice President for Business, reported that rebidding of the carpeting requirements for the three campuses has caused a delay in getting the carpeting installed at the respective campuses. Mr. Robertson said Mr. Damron, Mr. Larson, and Mr. O'Neill -- all of the District staff, have been working very hard on the furniture acquisitions for each of the campuses.

5. BUSINESS AND FINANCE

5.1 Approval Of Contract With American Beauty Rides

The Board was requested to approve a contract between The Junior College District and American Beauty Rides providing for a carnival at the Meramec Campus May 12, 1967.
through May 14, 1967.

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

RESOLVED, That the Board of Trustees enter into a contract with American Beauty Rides providing for a carnival at the Meramec Community College May 12, 1967 through May 14, 1967.

FURTHER RESOLVED, That the President of the Board be and hereby is authorized to execute said agreement on behalf of the District, in the form attached as an addendum to these Minutes.

5.2 Amendment To Sick Leave And Vacation Policies

The Board was requested to approve amendment to the existing Board Policies and Administration Organization Manual providing twelve sick leave days per year for all District employees, and twelve days vacation leave per year for classified District employees, to become effective July 1, 1967; said policy changes being lodged with the Board at its meeting on March 13, 1967.

Whereupon, on motion by Mr. Williamson, seconded by Mr. Witte, and with the aye vote of all members of the Board present, it was

RESOLVED, That amendment be made to the existing Board Policies and Administration Organization Manual under Sections 4.25.1, 5.6.1, and 5.6.3, providing twelve sick days leave days per year for all District employees, and twelve days vacation leave per year for classified District employees, in the form attached as an addendum to these Minutes.

5.3 Resolution Approving Loan Agreement For Florissant Valley Campus

The Board was requested to adopt a resolution approving a loan agreement with the U. S. Office of Education for a loan in the amount $3,186,000.00, said loan
designated as Project #5-1761.

Whereupon, Mr. Williamson moved the following resolution be adopted by the Board:

WHEREAS, there has been filed with the U. S. Commissioner of Education by The Junior College District of St. Louis, St. Louis County, Missouri, (hereinafter called the "Applicant") an application for a loan under title III of the Higher Education Facilities Act of 1963 to assist in the construction of:

Six academic buildings consisting of a library, physical education, lecture hall, communications, humanities, and science buildings with required support and maintenance facilities for the Florissant Valley Community College

and the U. S. Commissioner of Education has tentatively offered to make the requested loan and has transmitted for consideration a proposed Loan Agreement, dated as of March 1, 1967; and

WHEREAS, the proposed Loan Agreement has been duly examined and considered in accordance with all applicable rules of procedure and legal requirements, and made a part of the records of the Board of Trustees (hereinafter called the "Board") of the Applicant; and

WHEREAS, it is deemed advisable and in the interests of the Applicant that the proposed Loan Agreement be accepted and its execution authorized;

NOW, THEREFORE, be it resolved by the Board of the Applicant that the proposed Loan Agreement be and the same hereby is accepted without reservation or qualification.

BE IT FURTHER RESOLVED THAT Joseph G. Stewart, President of the Board of the Applicant be and he is hereby authorized to execute the Loan Agreement, on behalf of the Applicant, and Paul H. Connole, the Secretary of the Board of the Applicant be and he is authorized to attest the execution of the Loan Agreement and the proper officials of the Applicant are hereby authorized to take such further action as is necessary to provide for the construction of the Project, and to consummate the loan.

The motion was seconded by Mr. Witte, and unanimously approved by all members of the Board present.
Resolution Approving Loan Agreement For Meramec Campus

The Board was then requested to adopt a resolution approving a loan agreement with the U. S. Office of Education for a loan in the amount of $3,568,000 said loan designated as Project #5-1760.

Whereupon, Mr. Williamson moved the following resolution be adopted by the Board:

WHEREAS, there has been filed with the U. S. Commissioner of Education by The Junior College District of St. Louis, St. Louis County, Missouri, (hereinafter called the "Applicant") an application for a loan under Title III of the Higher Education Facilities Act of 1963 to assist in the construction of:

Seven academic buildings consisting of a library, physical education, two science, humanities, and two communication buildings with required support and maintenance facilities for the Meramec Community College and the U. S. Commissioner of Education has tentatively offered to make the requested loan and has transmitted for consideration a proposal Loan Agreement, dated as of March 1, 1967; and

WHEREAS, the proposed Loan Agreement has been duly examined and considered in accordance with all applicable rules of procedure and legal requirements, and made a part of the records of the Board of Trustees (hereinafter called the "Board") of the Applicant; and

WHEREAS, it is deemed advisable and in the interests of the Applicant that the proposed Loan Agreement be accepted and its execution authorized;

NOW, THEREFORE, be it resolved by the Board of the Applicant that the proposed Loan Agreement be and the same hereby is accepted without reservation or qualification.

BE IT FURTHER RESOLVED THAT Joseph G. Stewart, President of the Board of the Applicant be and he is hereby authorized to execute the Loan Agreement, on behalf of the Applicant, and Paul H. Connole, the Secretary of the Board of the Applicant be and he is authorized to attest the execution of the Loan Agreement and the proper officials of the Applicant are hereby authorized to take such further action as is necessary to provide for the construction of the Project, and to consummate the loan.

The motion was seconded by Mr. Witte, and unanimously approved by all members of the Board present.

3/27/67
5.5 Proposed Budget 1967-68 Fiscal Year

The proposed budget for the 1967-68 fiscal year was not presented to the Board at this meeting.

5.6 Fred W. Stockham Post No. 245 - American Legion Loan Fund

The Board was requested to accept a donation in the amount of $300.00 to be used for short-term emergency loans from the Fred W. Stockham Post No. 245 of the American Legion.

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

RESOLVED, That the Board of Trustees does hereby accept the donation in the amount of $300.00 from the Fred W. Stockham Post No. 245 of the American Legion to be used for short-term emergency loans, in accordance with said restrictions of this scholarship.

FURTHER RESOLVED, That the Secretary of the Board be and hereby is requested to extend appreciation on behalf of the Board of Trustees to the Fred W. Stockham Post No. 245 of the American Legion for the establishment of this emergency loan fund.

5.7 Approval of Reitz and Jens - Meramec Campus

In accordance with Dr. Cosand's recommendation, the Board was requested to approve employment of Reitz and Jens, consulting engineers, for inspection of the drilled piers, verifying suitable material at the base of the piers and inspection of materials for backfilling of utility trenches with regard to the construction of the Gymnasium at the Meramec Campus, for an amount not to exceed $1,200.00.

Whereupon, on motion by Mr. Williamson, seconded by Mr. Witte, and with the aye vote of all members of the Board present, it was
RESOLVED, That the firm of Reitz and Jens be employed as consulting engineers for inspection of the drilled piers, verifying suitable material at the base of the piers and inspection of materials for backfilling of utility trenches for construction of the Gymnasium at the Meramec Campus, in an amount not to exceed $1,200.00.

5.8 Approval Of Contract With Southern Illinois University - Technical Education Teachers

The Board was requested to approve a contract between The Junior College District and Southern Illinois University providing for the development of teachers in technical education as partially funded by the Ford Foundation through the Midwest Technical Education Center.

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

RESOLVED, That the Board of Trustees enter into a contract with Southern Illinois University providing for the development of teachers in technical education, to be partially funded from a grant from the Ford Foundation.

FURTHER RESOLVED, That the President of the Board be and hereby is authorized to execute said agreement on behalf of the District, in the form attached as an addendum to these Minutes.

6. Projected Fall Semester Enrollment

The three Campus Directors presented a status report on the projected enrollment for Fall semester at each of the campuses.

Dr. Clark estimated the Fall enrollment at the Meramec Campus would be 75,000 credit hours, which is an overall increase in student credit hours of 42%. Dr. Clark projected the Fall enrollment would be 3100-3400 students, 1800 of which would be new students.
Dr. Graham projected a 6.7% increase at the Forest Park Campus due to the day-time and evening programs anticipated in the new facilities of that campus. Dr. Graham anticipated the Fall enrollment would be 3200-3400 students.

Dr. Libby reported that the Florissant Valley Campus has actually received 1,222 applications for the Fall semester, and a total of 75,000 student credit hours is anticipated for the Fall semester. 3100-3400 students is the projected Fall enrollment at the Florissant Valley Campus.

7. COMMUNITY RELATIONS

7.1 Mrs. Tygard, Community Relations Assistant for the District, presented moving pictures illustrating the various educational programs offered by the District. This film was produced for use by the "Today" Show.

9. ADJOURNMENT

Mr. Stewart asked if there were any further business to come before the Board. There being no further business to be discussed, upon motion by Mrs. Bastian, seconded by Mr. Williamson, and with the aye vote of all members of the Board present, the meeting was adjourned at 9:59 p.m.

Respectfully submitted,

Paul H. Connole
Secretary, Board of Trustees
The Junior College District
St. Louis, St. Louis County, Missouri
Dear Dr. Clark:

I was extremely interested in your remarks in the Staff Development Session at the recent A.A.J.C. Annual Convention. Since imitation is a most sincere form of flattery I hope to flatter you considerably by adapting many of the points you suggested in our staff-recruitment procedures at this, one of Virginia's new community colleges.

Since I grew up and attended both elementary and high school in Washington, Missouri, which is not far from your area, I am very interested and gratified in the start that Missouri has made toward providing the opportunities for community college education. I would appreciate a copy of your catalog and any other material that you have available concerning your program and the development of community colleges in the state.

With best personal regards,

Sincerely,

Donald E. Puyeat
President

DEP/nhr

March 11, 1967
4.24 Temporary Absence

All absences of members of the teaching staff or other employees shall be reported to the Campus Director. All absences of members of the teaching staff extending over more than three college days at any one time shall be reported to the President. All absences extending over more than three weeks at any one time must be reported to the Board of Trustees for approval. In each instance the absence shall be reported in advance if possible, but in case of emergencies or illness the report shall be made as soon as practicable.

4.24.1 Resignations

Resignations of faculty members from contracts signed for the next college year will be accepted only upon a statement from the Vice President and Campus Director, to the President, that a qualified replacement is available - except in those circumstances where personnel or family problems make such a resignation a necessity.

4.25 Sick Leave For Members Of The Faculty

4.25.1 Whenever any full-time member of the faculty is compelled to be absent from duty due to his own illness or injury or the illness or injury of a member of his immediate family, he shall be allowed full compensation for a maximum of twelve (12) work days for a school year of service, the unused portion to be accumulated to a maximum of one hundred (100) days.

Sick leave for health reasons attributable to a pre-existing condition will not be allowed for a period of ninety (90) days following the first actual starting date of employment.

No payment will be made for unused time accrued.

4.25.2 A full-time member of the teaching staff shall be entitled to three days leave of absence without loss of salary for the death of any member of his immediate family. Additional bereavement leave for, not to exceed three days, shall be deducted from the employee's accumulative sick leave account.

Members of the immediate family are defined as: Mother, father, foster parents, husband, wife, son, daughter, brother or sister, or any relative living in the immediate household.

3/27/67
5.4.2 Suspension
The President may, for disciplinary purposes, suspend with or without pay, any employee for such length of time as he considers appropriate. The employee shall be furnished a copy of a written statement specifically setting forth reasons for such suspension.

5.4.3 Layoff
A Classified employee may be laid off when it becomes necessary by reason of shortage of work or funds; the elimination of the position, or other material change in the duties or organization. A laid-off Classified employee will receive first consideration for vacant positions for which he is qualified.

5.4.4 Resignation
To resign in good standing, an employee must give at least fourteen (14) calendar days' prior notice unless, because of extenuating circumstances the District agrees to permit a shorter period of notice.

5.5 Right of Appeal

5.5.1 Any Classified employee, after the probationary period, aggrieved by any decision or action of the President of The Junior College District, or of the highest officer, employee or group of employees of the District qualified under administrative rules and regulations to pass upon the complaint, shall have the right to petition the Board of Trustees in writing to review the action taken in such case. The Board of Trustees may consider the matter upon such petition or may refer the matter to a committee of the Board and in reviewing such action or decision the Board may affirm, reverse or modify the decision or action of the administrative officer, employee or body and may make such orders in connection therewith as may be appropriate under the circumstances.

5.6 Vacations, Holidays, Sick Leave, And Other Staff Benefits

5.6.1 Each year during the first ten (10) years of employment, vacation time is awarded at the rate of one day's vacation for each month of service during the year.

For ten (10) to twenty-five (25) years of service, employees will receive 15 days vacation.

Over 25 years, employees will receive one (1) month vacation.

Vacation time will begin accrual from the first day of employment by the District, however, this vacation time cannot be taken by the employee...
These holidays would be: The Friday following Thanksgiving, December 24th, and December 31st.

Whenever any of these holidays fall on a Sunday and State authorities transfer its observance to the following Monday, then Monday will be considered a day off. Whenever a holiday falls on a Saturday, the employee will be granted a compensatory holiday, the time of which will be at the discretion of the immediate supervisor. This will assure each member of the classified staff ten (10) holidays a year.

5.6.3 Sick Leave
Sick leave shall accrue at the rate of one day for each month of service, however sick leave cannot be taken by an employee until after satisfactory completion of the probationary period.

An accumulation of 100 days sick leave may be made. No payment for unused time accrued will be made.

Temporary part-time employees are not entitled to sick leave with pay.

Sick leave may be taken by any full-time employee due to his own illness or injury or due to the illness or injury to a member of his immediate family. Members of the immediate family are defined in 4.42 of this Manual.

5.6.4 Workman's Compensation
A permanent employee who is entitled to compensation insurance benefits due to accident or injury sustained in the performance of his assignment, may receive his regular salary less the amount of compensation insurance benefits for the period of his accumulated sick leave. For the period of absence in excess of the amount of his accumulated sick leave, he shall receive the compensation benefits only.

5.6.5 Group Insurance Program
Permanent employees shall be entitled to become members of The Junior College District Group Insurance Program from the first day of employment by the Board of Trustees. Membership in the Group Insurance Plan shall terminate on the date of termination of employment.

The insurance contract shall, at all times, be the governing factor on any question concerning benefits and regulations of the insurance program.

5.6.6 Maintenance Fee Waiver
Permanent employees may attend courses at The Junior College District which are offered at hours outside their normal working hours without the payment of tuition or maintenance fee, since in-service training is of benefit to The Junior College District.

3/27/67
MEMORANDUM OF AGREEMENT

This Agreement, is hereby entered into this_____day of __________, 1967, by and between The Junior College District of St. Louis, St. Louis County, Missouri, hereinafter referred to as JCD, and the Board of Trustees of Southern Illinois University, a body politic and corporate of the State of Illinois, hereinafter referred to as the University,

WITNESSETH:

WHEREAS, JCD is organized to provide junior college education including technical and other occupational programs, and an opportunity for developing instructors of such programs, and,

WHEREAS, the University has facilities and personnel to provide the formal educational experiences which are suitable for preparing junior college teachers,

NOW THEREFORE, the Parties agree as follows:

1. It is mutually agreed that:

(a) The graduate programs provided for in the project entitled: "THE DEVELOPMENT OF TEACHERS OF TECHNICAL EDUCATION," and partially funded by the FORD FOUNDATION is of educational value commensurate with the expense thereof to each party.

(b) The said project will be jointly sponsored as indicated on the budget attached hereto
designated Exhibit "A" for the period July 1, 1966 to July 1, 1970.

(c) Participation by the University is subject to the availability of funds beyond June 30, 1967 which must be appropriated each legislative Biennium with the Biennium commencing July 1, 1967.

(d) Participation by JCD is subject to the availability of funds beyond June 30, 1967, as determined by the Board of Trustees of JCD.

2. JCD agrees:

(a) To assume primary responsibility for compliance with the terms of the Ford Foundation Grant.

(b) Out of Ford Foundation Funds, JCD will forward to the University quarterly installments in the amounts indicated on the budget promptly after JCD receives its quarterly installments from the Ford Foundation.

(c) To provide a one-semester internship program supervised by a team of regular JCD faculty members.

3. The University agrees:
(a) To assume the primary responsibility for providing the educational experiences e.g. courses, seminars, and practice teaching.

(b) To keep all money forwarded by JCD for this project in a special restricted fund, and to carry it on the books of the University. All disbursements from this fund shall be made in accordance with the attached budget designated Exhibit "A" and in accordance with the applicable portions of the accepted terms of the Foundation grant application, a copy of which is attached, and designated Exhibit "B".

(c) To make an annual report to JCD of its educational and fiscal activities related to the funds received from the Ford Foundation through the JCD, within 60 days after the end of the fiscal year ending June 30.

(d) Except for any sums paid by JCD while engaged in the one semester intern program, graduate fellows will be supported in accordance with the established rate and other University policies governing the support of University fellows and only while they are enrolled at the University.
Undergraduate students who are enrolled in the program shall receive no stipend except that all applicable tuition and fees shall be paid from grant funds or waived by the University.

APPROVED:

THE JUNIOR COLLEGE DISTRICT OF ST. LOUIS, ST. LOUIS COUNTY, MISSOURI

By ____________________________
President, Board of Trustees

APPROVED:

BOARD OF TRUSTEES OF SOUTHERN ILLINOIS UNIVERSITY

By ____________________________
President
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</table>

EXHIBIT
## MIDWEST TECHNICAL EDUCATION CENTER

### THE DEVELOPMENT OF TEACHERS FOR

### TECHNICAL EDUCATION

### THE JUNIOR COLLEGE DISTRICT - BUDGET

<table>
<thead>
<tr>
<th></th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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## Midwest Technical Education Center

### The Development of Teachers for Technical Education

#### Southern Illinois University - Budget

<table>
<thead>
<tr>
<th></th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>Total</th>
</tr>
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<td>Local Funds</td>
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### SOUTHERN ILLINOIS UNIVERSITY - BUDGET

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<th>3rd Year</th>
<th>4th Year</th>
<th>TOTAL</th>
</tr>
</thead>
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<tr>
<td></td>
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<td>OTHER FUNS</td>
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<td>21,600</td>
<td>69,400</td>
<td>44,700</td>
<td>48,700</td>
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</table>
AGREEMENT

This is an AGREEMENT made this ______ day of __________, 1967, by and between the AMERICAN BEAUTY RIDES, Box 29, Perryville, Missouri, hereinafter referred to as the OPERATOR, and The Junior College District of St. Louis, St. Louis County, Missouri, a body corporate and subdivision of the State of Missouri, hereinafter referred to as The JCD.

WHEREAS, the Meramec Community College Carnival Association desires to conduct a spring carnival in order to raise scholarship funds for The JCD and to benefit the student activities program on the Meramec Community College Campus of The JCD; and

WHEREAS, said spring carnival will not interfere with the educational purposes to which its Meramec Community College property is devoted;

WHEREAS, no general funds of The JCD will be used to conduct said spring carnival;

NOW, THEREFORE, in order to facilitate the conduct of said spring carnival, the parties hereto, hereby agree as follows:

1. OPERATOR agrees to provide all materials and services necessary for the operation of an amusement-type carnival from May 12, 1967 through and including, May 14, 1967, and consisting of the following rides:

   1-Ferris Wheel Ride $0.25
   1-Tilt-A-Whirl Ride $0.30 (Unless otherwise amended.)
   1-Octopus Ride $0.25 (Prices indicated are approved)
   1-Rock-O-Plane Ride $0.30 (for each ride.)
   1-Scrambler Ride $0.30
   1-Round-up Ride $0.30
   1-Aero-Space Round $0.25
   1-Merry-Go-Round $0.25
   1-Boat Ride $0.25
   1-Honda Ride $0.25

   Total Rides Contracted For

2. OPERATOR agrees to provide the necessary ticket booths for each of the aforementioned rides and further agrees to provide The JCD with all serially numbered tickets for advanced ticket sales and for sale from the ticket booths during the actual operation of the carnival.
3. OPERATOR agrees to secure any necessary building or operating permits as required by the City of Kirkwood, Missouri, and to furnish THE JCD with copies of all said permits, which shall be granted in the name of the OPERATOR. The JCD agrees to pay for the installation, separate metering and use of electric power for all amusement rides and other concessions under its direct control.

4. OPERATOR will provide The JCD, at OPERATOR's cost, within fifteen (15) days after the signing of this agreement, a certificate of insurance authenticating a prepaid policy for the following minimum requirements: Public liability insurance of $100,000 for any one accident: $300,000 total. The JCD and its Board of Trustees will be named insured on said policy, or said policy shall otherwise provide complete coverage to The JCD and its Board of Trustees on arising out of, or account of said carnival operation.

5. OPERATOR agrees to provide all necessary transportation, hauling and lifting of equipment required for the set-up and removal of his carnival apparatus from The JCD property and further agrees that final removal of said equipment, clean up and restoration of site to its original condition shall be no later than forty-eight (48) hours from the final hour of authorized operation. The JCD is authorized to deduct from OPERATOR's commission, any cost incurred by it on account of OPERATOR's failure to comply with this provision.

6. The JCD hereby gives its permission for OPERATOR to enter onto property located on the campus of Meramec Community College, 959 South Geyer Road, Kirkwood, Missouri, and conduct such carnival operations as are outlined solely, however, in accordance with this agreement.

7. The JCD will permit the OPERATOR to bring onto the site a confection trailer from which the OPERATOR may sell, for his exclusive benefit and profit, cotton candy, popcorn and snowcones. All other refreshments sold during the carnival operation will be operated by, and for the sole benefit and profit of The JCD and its scholarship and student activity funds.
The JCD agrees to accept from the OPERATOR pre-numbered tickets for use on all amusement rides. The JCD will be held accountable for all such pre-numbered tickets. Monetary consideration will be paid by The JCD to OPERATOR based on number of ride tickets actually sold. All unused ride tickets will be returned by The JCD to OPERATOR. An accounting, consisting of properly documented receipts will be rendered for all serially numbered tickets delivery by OPERATOR to The JCD for resale.

The amount payable by The JCD to OPERATOR will be based on the following scale:

<table>
<thead>
<tr>
<th>GROSS SALES</th>
<th>PERCENTAGE OF COMMISSION</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL GROSS SALES</td>
<td>75%</td>
</tr>
</tbody>
</table>

The JCD will supervise the sale of all tickets, the collection of all monies relating to amusement rides, refreshments, and amusement booths other than those concessions granted to OPERATOR. An auditing will be rendered by OPERATOR of the daily receipts for each individual ride to The JCD. An auditing will be rendered to OPERATOR by The JCD within forty-eight (48) hours of the closing date of the carnival. This auditing will set forth the number of tickets received from OPERATOR, the number sold and the number returned to OPERATOR. The total amount due to OPERATOR will be calculated. Final payment will be made not later than two (2) days from date of closing of the carnival. Final payment will be contingent upon OPERATOR having complied with all conditions of this agreement to the satisfaction of The JCD.

OPERATOR agrees to maintain all equipment in good condition.

OPERATOR agrees that all his employees will be suitably attired, i.e., minimal standards required will be full length pants and short sleeved sport shirts, and that he will prohibit his employees from using profane and/or indecent language during their tenure at the carnival site.
IN WITNESS WHEREOF, the parties have caused this agreement to be executed the day and year above written.

ATTEST:

THE JUNIOR COLLEGE DISTRICT OF
ST. LOUIS, ST. LOUIS COUNTY, MISSOURI

By:__________________________________________
Secretary

By:__________________________________________
President, Board of Trustees

AMERICAN BEAUTY RIDES

By:__________________________________________
Authorized Officer
# Loan Agreement

**Title III, Higher Education Facilities Act of 1963, as Amended**

On the basis of representations made by the Applicant, named herein, in its application for a loan under Title III of the Higher Education Facilities Act of 1963, as amended, (hereinafter called the "Act") and on the basis of the assurances the Applicant gave in such application, which assurances are hereby incorporated by reference as a part of the terms and conditions of this Agreement and subject to the provisions of this Agreement, including the terms and conditions (11-66) and the supplemental terms and conditions (1-67), attached hereto and made a part hereof, the U.S. Commissioner of Education acting on behalf of the Government (hereinafter called the "Commissioner") agrees to make a loan in the amount herein specified, or such lesser amount which, together with a grant, if any, made under the Act will not exceed seventy-five percent (75%) of the Eligible Project Development Cost.

The loan, as described herein, shall be made by the Commissioner's purchase, at a price equal to the stated principal amount, plus accrued interest, if any, of the Applicant's obligations (hereinafter also called the "Bonds"), the proceeds of the sale of such Bonds to be used solely for the development of the project described herein.

## Description of Loan - Title III, Higher Education Facilities Act of 1963, as Amended

<table>
<thead>
<tr>
<th>Local Name and Address of Applicant</th>
<th>Project Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Junior College District of St. Louis, St. Louis County, Missouri (Florissant Valley Community College)</td>
<td>5-1761</td>
</tr>
</tbody>
</table>

**Principal Amount of Loan**

| $3,186,000 |

**Interest Rate**

| 3 Percent Per Annum |

**Term of Loan**

| 20 Years |

**Loan Security**

General Obligations of the District payable as to principal and interest out of ad valorem taxes which may be levied without limit as to rate or amount, upon all taxable and tangible property within the District.

## Description of Project

Construction of six academic buildings consisting of a library, physical education, lecture hall, communications, humanities, and science buildings with required support and maintenance facilities.

<table>
<thead>
<tr>
<th>Eligible Project Development Cost</th>
<th>Date of Loan Agreement</th>
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</thead>
<tbody>
<tr>
<td>$6,385,778</td>
<td>March 1, 1967</td>
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</tbody>
</table>
This agreement may be terminated by the Commissioner upon reasonable notice and after affording the Applicant an opportunity for a hearing if the Commissioner finds any representations made by the Applicant in connection with its application to be incomplete or incorrect in any material respect, or if the facts on the basis in which any such representations were made shall have changed unfavorably to the Applicant in a material degree or that the Applicant is no longer able to comply or has failed to comply with all or any part of this agreement. In the event this agreement is terminated, the Commissioner shall not be obligated to proceed further in carrying out any of his obligations under this Agreement, and at the option of the Commissioner any indebtedness to the Government incurred by the Applicant under the Agreement shall become due and payable immediately.

Nothing in this Agreement shall be deemed in any way to limit the remedies which may be available to the Commissioner in the event the Applicant fails to carry out or comply with any of the terms and conditions of this Agreement.

In witness whereof, this Agreement, has been executed in the name of and on behalf of the U.S. Commissioner of Education, by the undersigned official, and in the name of the Applicant, by the undersigned official, attested to under its official seal.

THE U.S. COMMISSIONER OF EDUCATION:

BY __________________________

TITLE __________________________

DATE __________________________

(SEAL)

ATTESTED BY __________________________

TITLE __________________________

FOR THE APPLICANT:

BY __________________________

TITLE __________________________

DATE __________________________
LOAN AGREEMENT
TITLE III, HIGHER EDUCATION FACILITIES ACT OF 1963, AS AMENDED

On the basis of representations made by the Applicant, named herein, in its application for a loan under Title III of the Higher Education Facilities Act of 1963, as amended, (hereinafter called the "Act") and on the basis of the assurances the Applicant gave in such application, which assurances are hereby incorporated by reference as a part of the terms and conditions of this Agreement, and subject to the provisions of this Agreement, including the Terms and Conditions (11-66) and the Supplemental Terms and Conditions (1-67), attached hereto and made a part hereof, the U.S. Commissioner of Education acting on behalf of the Government (hereinafter called the "Commissioner") agrees to make a loan in the amount herein specified, or such lesser amount which, together with a grant, if any, made under the Act will not exceed seventy-five percent (75%) of the Eligible Project Development Cost.

The loan, as described herein, shall be made by the Commissioner's purchase, at a price equal to the stated principal amount, plus accrued interest, if any, of the Applicant's obligations (hereinafter also called the "Bonds"), the proceeds of the sale of such Bonds to be used solely for the development of the project described herein.

<table>
<thead>
<tr>
<th>DESCRIPTION OF LOAN - TITLE III, HIGHER EDUCATION FACILITIES ACT OF 1963, AS AMENDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEGAL NAME AND ADDRESS OF APPLICANT</td>
</tr>
<tr>
<td>The Junior College District of St. Louis, St. Louis County, Missouri (Meramec Community College) Clayton, Missouri</td>
</tr>
<tr>
<td>PRINCIPAL AMOUNT OF LOAN</td>
</tr>
<tr>
<td>$3,568,000</td>
</tr>
<tr>
<td>LOAN SECURITY</td>
</tr>
<tr>
<td>General Obligations of the District payable as to principal and interest out of ad valorem taxes which may be levied without limit as to rate or amount, upon all taxable and tangible property within the District.</td>
</tr>
<tr>
<td>DESCRIPTION OF PROJECT</td>
</tr>
<tr>
<td>Construction of seven academic buildings consisting of a library, physical education, two science, humanities, and two communication buildings with required support and maintenance facilities.</td>
</tr>
<tr>
<td>TOTAL DEVELOPMENT COST</td>
</tr>
<tr>
<td>ELIGIBLE PROJECT DEVELOPMENT COST</td>
</tr>
<tr>
<td>DATE OF LOAN AGREEMENT</td>
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</table>
This Agreement may be terminated by the Commissioner upon reasonable notice and after affording the applicant an opportunity for a hearing if the Commissioner finds any representations made by the applicant in connection with its application to be incomplete or incorrect in any material respect, or if the facts on the basis in which any such representations were made shall have changed unfavorably to the applicant in a material degree or that the applicant is no longer able to comply or has failed to comply with all or any part of this Agreement. In the event this Agreement is terminated, the Commissioner shall not be obligated to proceed further in carrying out any of his obligations under this Agreement, and at the option of the Commissioner any indebtedness to the Government incurred by the applicant under the Agreement shall become due and payable immediately.

Nothing in this Agreement shall be deemed in any way to limit the remedies which may be available to the Commissioner in the event the applicant fails to carry out or comply with any of the terms and conditions of this Agreement.

In witness whereof, this Agreement, has been executed in the name of and on behalf of the U.S. Commissioner of Education, by the undersigned official, and in the name of the applicant, by the undersigned official, attested to under its official seal.

THE U.S. COMMISSIONER OF EDUCATION:

BY________________________
TITLE_____________________

FOR THE APPLICANT:

BY________________________
TITLE_____________________

DATE_____________________

(SEAL)

ATTESTED BY________________
TITLE_____________________

GSA GC 07-11114