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BOARD ORDERS

- 1. Upon motion by Regent _____, seconded by Regent _____ it was ordered that:

The contracts of the following staff members returning from leave of absence be renewed:

Davis, William K. - Assistant Professor of Biology, at a salary of \$4,000 on a nine months basis.

Houston, Dr. Ralph - Professor of English, at a salary of \$5,300 on a nine months basis beginning Feb. 1, 1953

Pool, William C. - Associate Professor of Social Science, at a salary of \$4,800 for a nine months period, beginning Feb. 1, 1953.

- 2. Upon motion by Regent _____, seconded by Regent _____, it was ordered that:

Richardson, E. M. - Assistant Professor of Education, be granted a year's leave of absence beginning September 1, 1952

- 3. Upon motion of Regent _____, seconded by Regent _____, it was ordered that:

The resignation of Mr. Frank Lembo, Assistant Professor of Music, be accepted as of September 1, 1952

- 4. Upon motion by Regent _____, seconded by Regent _____, it was ordered that:

The appointment of new staff members be approved as follows:

✓ Elliott, Dr. James as Assistant Professor of Agriculture at a salary of \$4,000 for nine months, beginning September 1, 1952

James, Glenda - as Graduate Instructor of Speech, to carry a 3/4 load at a salary rate of \$3,000 for nine months, beginning Sept. 1, 1952

Smith, Mrs. Chas. S. - as Assistant Professor of Biology to carry 1/2 load at a salary rate of \$4,000 for nine months.

Williams, Mrs. Maxine - as Assistant Professor of Music, to carry a 3/5 load from September 6, 1952 to February 1, 1953 at a salary rate of \$4,000 for nine months.

5. Upon motion by Regent _____, seconded by Regent _____, it was ordered that:

Out -of-State Travel be granted for the following:

Cranek, Lester J. Assistant Professor of Agriculture to attend a meeting of the American Society of Animal Production in Chicago, Illinois, November 20-22

Gregg, Dr. Cecil M. - Professor of Agriculture, to attend a meeting of the American Society of Agronomy in Cincinnati, Ohio, November 17-21

Tinsley, Dr. Willa Vaughn, Professor of Home Economics to attend the National Food and Nutrition Institute in Washington, D. C., December 8-10, 1952.

Strahn, Oscar W, Professor of Physical Education to send the Basketball team to the NAIA Tournament in Kansas City, on December 18-20, 1952

Davis, Wm. K., Assistant Professor of Biology to attend a meeting of the American Association for the Advancement of Science, St. Louis, December 26-31.

Shepherd, Carrie, - Assistant Professor of Education to attend a conference of the St Louis Public Schools and the George Washington University in St. Louis, Missouri., tentative date of January 16 - 18, 1953

McBrair, Marian - Director of Personnel, to attend a meeting of the National Personnel and Deans of Women Association in Chicago, Illinois, on a date in March 1953. (Exact days to be decided later)

Flowers, Dr. J. G., President, to attend the annual meeting of the American Association of Colleges for Teacher Education to be held in February, 1953 in Chicago.

Upon Motion of Regent _____, seconded by
Regent _____, it was ordered that:

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Changes in the Operating Budget for 1952-53
be approved as follows:

<u>Budget Item No.</u>	<u>Description</u>	<u>Budgeted</u>	<u>Increase -Decrease</u>	<u>Adjusted Budget</u>
5	Salary, Mrs. Nora Gaines	2,320	60	\$2,380
27	Reserve for adjustments	1,500	-60	1,440
37	Salary, Dr. James Elliott	3,680	320	4,000
44	Salary, C. S. Smith (deceased)	6,000	-6,000	-
44A	Salary, Wm. K. Davis	-	4,100	4,100
44B	Salary, Mrs. Chas. S. Smith	-	2,000	2,000
45	Salary, Dr. Wm. E. Norris	4,800	400	5,200
74B	Salary, Dr. Ralph Houston (Spring Semester)	-	2,356	2,356
95	Salary, Bryce W. Rucker	3,880	60	3,940
142A	Salary, Wm. C. Pool (Spring Semester)	-	2,133	2,133
161	Reserve for additional positions	10,806	-5,369	5,437
234	Salary, Mrs. A. J. Reynolds	1,620	260	1,880
	Unappropriated Estimated Income, Pledged Revenue Property	1,190	-260	930
	Plant Extensions Fine Arts Building	1,308.26	-1,308.26	-
	Plant Extensions - landscaping and improvement of grounds	-	<u>1,308.26</u>	1,308.26

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FACULTY AND STAFF

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1. Return from Leave of Absence

- (1) Davis, William K., Assistant Professor of Biology, returned September 1, 1952 from 1 year's leave of absence for study. We recommend renewal of his contract as Assistant Professor of Biology at a salary of \$4,100 for nine months.
- (2) Houston, Dr. Ralph, Professor of English, terminates his military leave in the Air Forces in December 1952. We recommend renewal of his contract beginning Feb. 1, 1953 at a salary rate of \$5,300 for nine months.
- (2) Pool, William C., Associate Professor of Social Science, terminates his military leave in the Air Forces in January, 1953. We recommend renewal of his contract beginning Feb 1, 1953, at a salary rate of \$4,800 for nine months.

2. Leave of Absence to be Granted

- (1) Richardson, E. M., Assistant Professor of Education requests a year's leave of absence for study, beginning September 1, 1952 and ending June 1, 1953. We recommend that this leave be granted. ✓

3. Resignations

- (1) Lembo, Frank, Assistant Professor of Music resigned September 1, 1952 to accept a position elsewhere. We recommend that his resignation be accepted.

4. New Appointments

- (1) Elliott, Dr. James D. Age 32, B.S. Oklahoma A & M.; M. S. Oklahoma A & M; Ph.D. Cornell University. Employed September 1, 1952 as Assistant Professor of Agriculture at a salary of \$4,000 for nine months.
- (2) James, Glenda, B.A., M. A. Southwest Texas State Teachers College. Employed September 1, 1952 to carry a 3/4 load as Graduate Instructor in the Speech Department at a salary rate of \$3,000 on a nine months basis.

- (3) Smith, Mrs. Chas. S. Age 64, B. A. Kansas State Agricultural College. Employed as Assistant Professor of Biology to carry 1/2 load at a salary rate of \$4,000 on a nine months basis.
- (4) Williams, Mrs. Maxine, Age 37, B. M. Louisiana State University; M. M., Louisiana State University. Mrs. Williams has been employed as Assistant Professor of Music from September 6, 1952 to February 1, 1953 to carry 3/5 load at a salary of \$4,000 on a nine months basis.

5. Out-of-State Travel

- (1) Cranek, Lester J., Assistant Professor of Agriculture requests permission to attend a meeting of the American Society of Animal Production, in Chicago, Illinois, November 20 - 22. This is a national meeting and Dr. Cranek has been asked to present a paper pertaining to his research in animal breeding.
- (2) Gregg, Dr. Cecil M., Professor of Agriculture, requests permission to attend a meeting of the American Society of Agronomy in Cincinnati, Ohio, November 17 - 21
- (3) Tinsley, Dr. Willa Vaughn, Professor of Home Economics, requests permission to attend the National Food and Nutrition Institute to be held in Washington, D. C., December 8-10, 1952. 50% of the expenses for this trip are reimbursable.
- (4) Strahn, Oscar W., Professor of Physical Education requests permission to send the Basketball team of the college to the NAIA Tournament in Kansas City, on December 18, 19, and 20th. The receipts will more than likely exceed expenses for the trip.
- (5) Davis, William K., Assistant Professor of Biology requests permission to attend the 119th annual meeting of the American Association for the Advancement of Science, December 26-31, in St. Louis, Missouri.

- (6) Shepherd, Carrie - Assistant Professor of Education requests permission to attend a conference of the St Louis Public Schools and George Washington University in St. Louis, Missouri, to study the Reading Clinics of the City since she is to be the Director of our Reading courses. The final date has not been set for this meeting, but the tentative date is that of January 16 - 18
- (7) McBrair, Marian, Director of Personnel, requests permission to attend a meeting of the National Personnel and Dean of Women Association in Chicago, Illinois, in March 1953. Exact date uncertain.
- (8) Flowers, Dr. J. G. requests permission to attend the annual meeting of the American Association of Colleges for Teacher Education to be held in February, 1953 at Chicago, Illinois.

BUDGETARY MATTERS

The following changes in the Operating Budget for 1952-53 are requested:

<u>Budget Item No.</u>	<u>Description</u>	<u>Budgeted</u>	<u>Increase -Decrease</u>	<u>Adjusted Budget</u>
5	Salary, Mrs. Nora T. Gaines	\$2,320	60	\$2,380
27	Reserve for Adjustments	1,500	-60	1,440
37	Salary, Dr. James Elliott	3,680	320	4,000
44	Salary, C. S. Smith(deceased)	6,000	-6,000	-
44A	Salary, Wm. K. Davis	-	4,100	4,100
44B	Salary, Mrs. Chas. S. Smith	-	2,000	2,000
45	Salary, Dr. Wm. K. Norris	4,800	400	5,200
74B	Salary, Dr. Ralph Houston (Spring Semester)	-	2,356	2,356
95	Salary, Bryce Rucker	3,880	60	3,940
142A	Salary, Wm. C. Pool (Spring Semester)	-	2,133	2,133

<u>Budget Item No</u>	<u>Description</u>	<u>Budgeted</u>	<u>Increase -Decrease</u>	<u>Adjusted Budget</u>
161	Reserve for Additional positions	\$10,806.	\$ -5,369	\$ 5,437
234	Salary, Mrs. A. J. Reynolds	1,620	260	1,880
	Unappropriated Estimates			
	Income, Pledged Revenue			
	Property	1,190	-260	930
	Plant Extensions -Fine Arts	1,308.26	-1,308.26	-
	Plant Extensions - Landscaping and improvements of Grounds.	-	<u>1,308.26</u>	<u>1,308.26</u>
			-0-	

MISCELLANEOUS

ENROLLMENT DATA - Fall 1952-53

	<u>Men</u>	<u>Women</u>	<u>Total</u>
Freshmen	227	173	400
Sophomores	173	156	329
Juniors	143	130	273
Seniors	143	157	300
Graduates	91	131	222
Post-Graduates	8	24	32
Specials	<u>1</u>	<u>8</u>	<u>9</u>
Total	786	779	1,565*

Correspondence	116
Extension	105

GRAND TOTAL 1,786

* Enrollment as of November 5, 1952

Faculty-Student Ratio - 1 to 17.63

Faculty-Student ratio determined as follows:

Number of semester hours reduced to full-time student equivalents and this divided by sum of the teaching loads of full-time and part-time teachers on the staff.